

Town of  
**PEPPERELL**



2015 Annual Town Report

# Dedication



The Council on Aging would like to acknowledge our Director, Susan McCarthy, for the dedication of the Annual Town Report.

She has been extremely involved in rebuilding a great relationship with the seniors of Pepperell. They trust her judgment in the running of their Senior Center. She has proven to them that she truly cares and loves every one of our seniors.

She has earned their respect and brought camaraderie back to the Senior Center. It is a place where the

seniors come and feel wanted and useful in any way they can. She goes above and beyond her duties required of the Director.

That is why we feel our Director, Susan McCarthy, should be considered as one of the recipients of the annual dedication of the Town Report.

Sincerely,

Council on Aging

Lori Durno, Chair

Dianne Kazanjian, Vice Chair

Irene Leddy, Secretary

Peter Nordberg

Silvana Flynn

## 2015 STATE AND NATIONAL OFFICIALS

### United States Senators

**Edward J. Markey**

318 Russell Senate Office Building  
Washington, DC 20510

202/224-2742

975 JFK Building, 15 New Sudbury Street  
Boston, MA 02203  
617/565-8519

<http://markey.senate.gov>

**Elizabeth Warren**

317 Hart Senate Office Building  
Washington, DC 20510

2400 JFK Building, 15 New Sudbury Street  
Boston, MA 02203  
617/565-3170

<http://warren.senate.gov>

### United States Representative – 3<sup>rd</sup> Congressional District

**Niki Tsongas**

714 Longworth House Office Bldg.  
Washington, DC 20515  
202/225-3411

<http://tsongas.house.gov>

126 John Street, Suite 12  
Lowell, MA 01852  
978/459-0101

### State Officials

[www.mass.gov](http://www.mass.gov)

**Governor Charlie Baker**

State House, Room 280  
Boston, MA 02133  
617/725-4005

**Lt. Governor Karyn Polito**

State House, Room 280  
Boston, MA 02133  
617/725-4005

**Secretary of State William Francis Galvin**

State House, Room 337  
Boston, MA 02133  
617/727-7030

**Treasurer Deborah B. Goldberg**

State House, Room 227  
Boston, MA 02133  
617/367-6900

**Attorney General Maura Healy**

One Ashburton Place  
Boston, MA 02108  
617/727-2200

**Auditor Suzanne M. Bump**

State House, Room 230  
Boston, MA 02133  
617/727-2075

**Senator - 1<sup>st</sup> Middlesex District****Eileen M. Donoghue**

State House, Room 112  
Boston, MA 02133  
617/722-1630

[Eileen.Donoghue@masenate.gov](mailto:Eileen.Donoghue@masenate.gov)

**Representative - 1<sup>st</sup> Middlesex District****Sheila C. Harrington**

State House, Room 237  
Boston, MA 02133  
617/722-2305

[Sheila.Harrington@mahouse.gov](mailto:Sheila.Harrington@mahouse.gov)

### Middlesex County

**District Attorney Marian T. Ryan**

15 Commonwealth Avenue  
Woburn, MA 01801  
781/897-8300

[www.middlesexda.gov](http://www.middlesexda.gov)

**Sheriff Peter J. Koutoujian**

400 Mystic Avenue  
Medford, MA 02155  
781/960-2800

[www.middlesexsheriff.org](http://www.middlesexsheriff.org)

## ELECTED OFFICIALS

### ASSESSORS

Michael T. Coffey	2016
Maureen S. Bolger	2018
Susan J. Smith	2017

### HEALTH, BOARD OF

Phillip D. Durno	2017
Virginia Malouin	2016
Margie L. LaFleur	2018

### HOUSING AUTHORITY

Donna Franzek	2018
Katherine L. Harris	2020
Bruce Haskins	2017
Janice T. Shattuck	2016

### LIBRARY TRUSTEES

Charles Burnham	2016
Carol Case	2018
Frederick Kobs	2017
Bob Kowalski	2017
Gretchen Needham	2016
Ramona Reed	2018

### MODERATOR

Scott N. Blackburn	2017
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### NORTH MIDDLESEX REGIONAL SCHOOL

#### DISTRICT SCHOOL COMMITTEE

Anne Adams	2018
Jonna Clermont	2018
Brian Edmonds	2016
William Hackler (At-large member)	2017
Michael Morgan (At-large member)	2017
Randee J. Rusch (At-large member)	2017

### PLANNING BOARD

Michael M. Dapcic	2018
George E. Clark	2019
Anna J. MacDonald	2016
Richard C. McHugh, Jr.	2020
Albert W. Patenuade, Jr.	2017
<u>Associate Member (appointed)</u>	
Dennis Kane	2015

### PUBLIC WORKS, BOARD OF

Greg Rice	2016
William M. Kenison	2018
John Dee III	2017
<u>Appointed Members:</u>	
Paul Brinkman	2015
Lewis Lunn	2014

### RECREATION COMMISSION

Timothy Doyle	2018
Mary Alise Herrera	2017
Brendan McNabb	2016

### SELECTMEN, BOARD OF

Michelle R. Gallagher	2016
Melissa M. Tzanoudakis	2018
Stephen C. Themelis	2017

### TOWN CLERK

Lisa M. Ferolito	2016
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## STAFF POSITIONS

for

### ELECTED & APPOINTED BOARDS, COMMISSIONS, OFFICIALS

#### ACCOUNTANT

Lori Blanchard                      Town Accountant  
Lyn Sharpe                          Asst. Town Accountant

#### ASSESSOR'S OFFICE

Maureen Bolger                      Assistant Assessor  
Marcia Jean Scofield                  Administrative Assessor

#### CONSERVATION COMMISSION

Paula Terrasi                          Conservation Administrator

#### FIRE DEPARTMENT

Toby Tyler                              Chief Engineer  
Andrew Perry                          FF/Paramedic  
Ben Simmons                          FF/Paramedic  
Jean Taubert                          FF/Paramedic  
Susan H. Smith                          Secretary

#### BOARD OF HEALTH

Robin Hebert                          Animal Health Inspector  
Sandra Gargan                          Board Secretary  
NABH staff:  
Kalene Gendron, R.S.                  Health Agent  
Sharon Fata, RN.                      Staff Nurse

#### BOARD OF SELECTMEN

Mark Andrews                          Town Administrator  
Peggy Mazzola                          Administrative Assistant  
Martin Cadek                          Systems Administrator  
Albert White                          Head Custodian

#### INSPECTION DEPARTMENT

Susan H. Smith                          Assistant to the Inspectors

#### PLANNING BOARD

Susan Snyder                          Planning Administrator

#### RECREATION COMMISSION

Nancy Archer                          Recreation Facilities  
   & Program Director

#### LAWRENCE LIBRARY

Debra Spratt                          Library Director  
Tina McEvoy                          Director Adult Svcs/Assistant Director  
Shannon Brittain                      Youth Services Librarian  
Patricia Payer                          Inter-Library Loans  
Pamela Vance                          Senior Library Technician  
Sherrill Burgess                          Head of Circulation  
Meredith Fournier                      PT Library Technician  
Myra Lane                              PT Library Technician  
Janina Majeran                          PT Library Technician  
Amanda Roberge                          PT Library Technician  
Laurie Bulkow                          Library Page  
Franek Kiluk                          Custodian

#### BOARD OF PUBLIC WORKS

Ken Kalinowski                          DPW Director/Town Engineer  
Terrence Spaulding                      Cemetery/Parks Manager  
Peter Shattuck                          Highway Superintendent  
Nancy Cyr                              Highway Dept. Secretary  
Patricia A. DeLorey                      Water Dept. Admin. Asst.  
Joe Jordan                              Asst. DPW Director/  
   Sewer & Water Superintendent  
Susan Gurney                          Administrative Assistant  
Kris Hartwell                          WWTP Admin. Asst.

#### SENIOR CENTER

Susan McCarthy                          Director  
Dianna Homoleski                          Coordinator of Volunteers  
Cheryl Balkan                          Activities Coordinator  
Michelle Ross                          Outreach Coordinator  
Dennis Valcourt                          Kitchen Manager  
Albert Harris                          Custodian

#### TREASURER/TAX COLLECTOR

Jane Carrubba                          Assistant Treasurer/Benefits  
   Administrator  
Sharon Tetreault                          Assistant Collector

#### ZONING BOARD OF APPEALS

Cheryl Lutcza                          Assistant

## **APPOINTED BOARDS/COMMITTEES**

### AFFORDABLE HOUSING COMMITTEE

Brian J. Keating	2016
Stephen J. Sugar, Jr.	2016
Albert Patenaude	2016
Stephen C. Themelis	2016
Jan Adamczyk	2016

### AGRICULTURAL ADVISORY BOARD

Tony Beattie	2016
Kimberly Hapgood-White	2017
Robert Lindgren	2016
Erica McLellan	2016
Todd Russell	2018

### ANIMAL CONTROL OFFICER

Mary Letourneau

### CABLE TV ADVISORY COMMITTEE

Brian Dunigan	2016
Debra Spratt	2016
Robert Sweeney	2016

### CAPITAL PROGRAM COMMITTEE

Debbie J. Nutter	2016
Mark J. Andrews	2016
Melissa Tzanoudakis	2016

### COMMUNICATIONS DEPARTMENT

David Stairs, Director 2017

#### Dispatchers

Jeffrey Cormier  
Melissa Hippler  
Elizabeth Young  
Justin Zink

#### Spare Dispatchers

Shawn Shattuck

### CONSERVATION COMMISSION

Timothy Dinsmore	2017
Robert Elliott	2018
Kris Masterson	2016
Linda Moody	2016
Robert Rand	2018
Patricia Swain Rice	2018
Peter Steeves	2017

### CONSTABLES

Robert Brunelle	2016
James D. Flanders	2016
Patricia Krauchune	2017
Neil McGorty	2017
Frank Quattrochi	2017

### COUNCIL ON AGING

Lori Durno	2016
Silvana Flynn	2018
Diane Kazanjian	2016
Irene F. Leddy	2018
Peter Nordberg	2017
Elizabeth Selenger	2017

### CULTURAL COUNCIL

Lindsay Black	2017
Dory Clarke	2018
Patrishia Corleto	2017
Katherine Kimball	2017
Linda Moody	2018
Michelle Nee	2018
Alice Peck	2018
Mauricio Puente	2018
Georgette Rogers	2018
Joseph Rogers	2018
Lev Rozman	2018
Terry Wilton	2018

### ECONOMIC DEVELOPMENT ADVISORY COMMITTEE

Chester E. Babineau	2016
Keith C. Bagley	2016
Diane Cronin	2016
Tracie Ezzio	2016
John Masiello	2016
Roland Nutter	2016
Derek TenBroeck	2016
Chuck Walkowich	2016

### EMERGENCY MANAGEMENT

David Querze, Director	2016
George Ux, Deputy Director	2016
Lisa Ferolito, Shelter Coordinator	2016
David Peabody, Communications Officer	2016

#### Auxiliary Police

David Querze, Captain	2016
Glenn Caswell, Lieutenant	2016
Paul Nelson, Lieutenant	2016
Jeffrey J. Noble, Sergeant	2016
Anthony Wales, Sergeant	2016
Alex Codyer	2016
Jesse A. Cummings-White	2016
Corey Hopkins	2016
Sean Johnson	2016
Jacob LaChance	2016
Michael Luibil	2016
Neil Maskalenko	2016
Michael Pietroforte	2016
Jesse Reed	2016
Jordan Salinas	2016
Scott Woodward	2016
Justin Zink	2016

### EMERGENCY MANAGEMENT

#### Radio Amateur Civil Emergency Services (RACES)

James Hein	2016
Peter Nordberg	2016
David Peabody	2016
Lynda Pozerski	2016
Stanley Pozerski	2016

EMERGENCY PLANNING COMMITTEE

Margie LeFleur	2016
Kalene Gendron	2016
Susan McCarthy	2016
David Querze	2016
Chief David Scott	2016
Peter Shattuck	2016
David Stairs	2016
Toby Tyler	2016
George Ux	2016

FINANCE COMMITTEE

Marianne Kocher	2016
John Ladik	2016
Sean McGinty	2017
Taya Dixon Mullane	2016
Justin Seiferth	2017
Holly Seiferth	2017

FIRE ENGINEERS, BOARD OF

Milton Blood, Deputy Chief	2016
David J. Hargrave, Deputy Chief	2016
John T. Rose, Deputy Chief	2016
Peter Shattuck, Assistant Chief	2016
Toby Tyler, Chief	2016

Firefighters/Paramedics/EMTs

Kevin Babcock	2016
Eric Bagby	2016
Rick Barry	2016
Charles Bassett	2016
Michael Blood, Captain	2016
Jennifer Bryant	
James Casserly	2016
Jonathan Caten, Lieutenant	2016
Chris Cotter	2016
Stephanie DeMarco	2016
Mike Derderian	2016
Michael Doherty, Captain	2016
David Donaruma	2016
Seth Durno, Captain	2016
Kenneth English	2016
Derek Flanders	2016
Julie Gavin	2016
Mitch Goscombe	2016
Tyler Goulding	2016
John Gubernat	2016
Thomas Hall	2016
Mike King	2016
Michael Kingsbury	2016
Matthew Maciel	2016
Paul McBrearty, Jr., Lieutenant	2016
Patrick McIntyre	2016
Mike Meadows	2016
Frank Melendy	2016
Justin Mercurio	2016
Vincent Messina, Jr.	2016
Timothy Morine	2016
Dan Murphy, Jr.	2016

FIRE DEPARTMENTFirefighters/Paramedics/EMTs (cont.)

Thomas Murphy	2016
Jeffrey Nelson	2016
Timothy Patno	2016
Kevin Pena	2016
Andrew Perry	2016
Timothy Powers	2016
Greg Rich	2016
Patrick Ring	2016
Peter Quintin	2016
Jason Russell, Lieutenant	2016
George Schkuta	2016
Benjamin Schmitz	2016
Joshua Schrader	2016
Melissa Schrader, Captain	2016
Andrew Seamans	2016
Shawn Sennott	2016
Shaun Shattuck	2016
Thomas Shattuck	2016
Ben Simmons	2016
Trevor Stanton	2016
William Stone	2016
Steve Symonds	2016
Jean Taubert	2016
Kurtis Trichy	2016
Cathy Tyler	2016
Keith Villa	2016
Stephen Winkler	2016
Amanda Woods	2016
Justin Zink, Lieutenant	2016

FOREST WARDEN

Peter Shattuck	2016
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HISTORICAL COMMISSION

Diane Cronin	2018
Dean A. Johnson	2017
Ronald Karr	2017

INFORMATION SYSTEMS TECHNOLOGY  
COMMITTEE

Gregory Gougian	2016
Chris Marko	2016
David Pease	2016
Douglas C. Sawyer	2016
Robert Sweeney	2016

INSPECTORS

Harry Cullinan, Inspector of Buildings/Zoning Officer	
John Dee III, Electrical Inspector	
Eugene Douglas, Gas Inspector	
Ralph Gilmore, Asst. Elec. Insp.	
John Cryan, Asst. Gas Inspector	
John Cryan, Plumbing Inspector	
Eugene Douglas, Asst. Plumbing Inspector	

LOCAL LICENSING AUTHORITY

Todd W. Blain	2016
William Greathead	2016
Alan Lessieur	2016
Thomas Maskalenko	2016
Nick Parker	2016

David Scott 2016

MOTH SUPERINTENDENT

Peter Shattuck 2016

NASHOBA VALLEY TECHNICAL HS COMMITTEE

Albert Buckley 2016

Sandra M. Proctor 2017

Michael Tang 2018

Jessica Owen, Alt. 2016

PARKING CLERK

Eileen Lundstrom 2016

PERSONNEL BOARD

Maria Casey, At-large Representative 2016

Penny Evans, At-large Representative 2017

Melissa Tzanoudakis, Selectmen's Rep. 2016

Toby Tyler, Employee Rep. 2016

Holly Seiferth, Finance Comm. Rep. 2016

PEPPERELL CRANK-UP COMMITTEE

Christine Scully 2017

Joshua Thompson 2017

Justin Zink 2017

POLICE DEPARTMENT

David Scott, Chief 2016

Todd W. Blain, Lieutenant 2016

William Greathead, Sergeant 2016

Alan Lessieur, Sergeant 2016

Thomas Maskalenko, Detective 2016

Nick Parker, Sergeant 2016

Eileen Lundstrom, Administrative Assistant 2016

Officers

Steven A. Burke 2016

Jared J. Carrubba 2016

Jeremiah Friend 2016

Bruce Haskins 2016

Stephen Mulkerin 2016

Richard Smith 2016

Fabrizio Vestri 2016

Part-time Officers

Steven Bezanson (Reserve) 2016

Glenn Caswell (Reserve) 2016

Paul Nelson 2016

David Querze 2016

Anthony Wales (Reserve) 2016

Detention Room Supervisors

Deborah A. Bezanson 2016

Steven Bezanson 2016

Glenn B. Caswell 2016

Michael Luibil 2016

Eileen Lundstrom 2016

Paul Nelson 2016

Nicholas Pentedemos 2016

David Querze 2016

Anthony Wales 2016

Justin Zink 2016

Special Police - Dunstable

Daniel Adams 2016

Charles Chaprales 2016

James Dow 2016

James Downes III 2016

Shawn Drinkwine 2016

Darrell Gilmore 2016

Eric Hoar 2016

Timothy Ialeggio 2016

John J. Koyutis 2016

Nicholas Papageorgiou 2016

Sean Ready 2016

Gregg Sanborn 2016

Matthew Sech 2016

Philip Sepe 2016

Jeffrey Swift 2016

Matthew Tully 2016

Special Police - Groton

George Aggott 2016

Nicholas Belz 2016

Robert Breault 2016

Peter Breslin 2016

Edward Bushnoe 2016

Gordon Candow 2016

Paul Connell 2016

Omar Connor 2016

Timothy Cooper 2016

James Cullen III 2016

Bethany Evans-Bonczar 2016

Derrick J. Gemos 2016

Jason Goodwin 2016

Kevin Henehan 2016

Michael Lynn 2016

Thomas Mace 2016

Stephen McAndrew 2016

Timothy McGibbons 2016

Rachael Mead 2016

Katherine Newell 2016

Donald Palma, Jr. 2016

Michael Ratte 2016

Dale Rose 2016

Victor Sawyer 2016

Kayla Sheehan 2016

Edward Sheridan 2016

Gregory Steward 2016

Patrick Timmins 2016

Corey Waite 2016

Special Police - Hollis

Richard Bailey 2016

Richard Bergeron 2016

Daniel Bliss 2016

Mitchell Cardona 2016

Angelo Corrado 2016

Tracy A. Dunne 2016

Tara Koski 2016

Brendan LaFlamme 2016

Phillip Landsteiner 2016



Richard Mello	2016
James Sartelle	2016
Jonathan Tate	2016
Kris Thibault	2016
David Turgeon	2016
Joseph Wallent	2016
<u>Special Police - Townsend</u>	
Tony Brennan	2016
Austin Cote	2016
Brent Davis	2016
Mark Francis	2016
Mark Giancotti	2016
Geffrey Giles	2016
Randy Girard	2016
John Johnson	2016
Thomas Kalil	2016
James Landi	2016
James Marchand	2016
Michael Marchand	2016
Erving Marshall	2016
Kimberly Mattson	2016
David Mazza	2016
David Phillips	2016
David Profit	2016
Joseph Quinn	2016
George Reidy	2016
Thaddeus Rochette	2016
Daniel Schultz	2016
Cheryl M. Stevenson	2016
Christopher VanVoorhis	2016

## REGISTRARS

Jane Eshleman	2018
Kathryn P. Pries	2016
Sharon Tetreault	2017

## SEALER OF WEIGHTS & MEASURES

Eric Aaltonen	2016
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## TOWN COUNSEL

Edward J. Richardson, Esq.	2016
Peter A. Zahka, II, PC, Assistant	2016

## TOWN FOREST COMMITTEE

Robert Lindgren	2016
Joseph Radwich	2016
Peter Shattuck	2016

## TRUSTEES OF BROOKS EDUCATIONAL AND ENTERTAINMENT FUND

Chester Babineau	2017
Tracie Ezzio	2016
John McNabb	2018

## VETERANS' SERVICE OFFICER

Joseph J. Mazzola	2016
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## VETERAN'S GRAVE OFFICER

Terrence Spaulding	2016
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## VIETNAM MEMORIAL & HONOR ROLL COMMITTEE

Michael Flaminio	2016
James M. McKenna	2016
Joseph M. Moore	2016

## ZONING BOARD OF APPEALS

Jan Adamczyk	2016
Annette R. McLean	2017
Mark Walsh	2018
Sean E. McCaffery, Associate Member	2016
Carl Schilling, Associate Member	2018

ELECTION WORKERSPrecinct 1

LeeAnn Phoenix	Warden
Michael J. Recco	Deputy Warden
Paul Spoth	Clerk
Virginia Boundy	Deputy Clerk
Kristy Benson	Inspector
Jenny S. Crisman	Inspector
Judith Dalton	Inspector
Lori Flournoy	Inspector
Linda Harkins	Inspector
Carol J. Hasse	Inspector
M. Alise Herrera	Inspector
Elaine M. Jefferson	Inspector
Jeanne LeBlanc	Inspector
David Pease	Inspector
Marilyn Tremblay	Inspector
Patricia Wallace	Inspector

Precinct 2

Joan Ladik	Warden
Diane P. Temple	Deputy Warden
Barbara Cronin	Clerk
Gertrude T. Dapcic	Inspector
Joan M. Katsines	Inspector
Jennifer Kingsbury	Inspector
Mary E. Lynch	Inspector
John Marriner	Inspector
Fay McChristian	Inspector
Thomas J. McGrath	Inspector
Johanna Reagan	Inspector
Diane Querze	Inspector
Martha Spaulding	Inspector
Barbara Z. Stromsted	Inspector

ELECTION WORKERSPrecinct 3

Jennifer Putnam	Warden
Diane B. Karr	Clerk
Anne Adams	Inspector
Scott Blackburn	Inspector
Linda Burns	Inspector
Lorraine Christman	Inspector
Janet M. Cramb	Inspector
Jen Gavrichev	Inspector
Patricia W. LeBlanc	Inspector
Lois Libby	Inspector
Doris E. Livadas	Inspector
Virginia Malouin	Inspector
Theresa McPartlan	Inspector
Judith Nolan	Inspector
Joan Paden	Inspector
Suzanne Rowse	Inspector
George Ux	Inspector
Joan E. Ux	Inspector
Janice Young	Inspector

## BOARD OF SELECTMEN

To our Fellow Residents of the Town of Pepperell:

The Pepperell Board of Selectmen respectfully submits its report to the citizens of Pepperell, regarding activities conducted in 2015.

The composition of the Board of Selectmen did change in 2015. Stephen C. Themelis was elected Chairman and Michelle R. Gallagher was elected Clerk while Melissa Tzanoudakis began her tenure joining the Board of Selectmen in April 27, 2015. The Board of Selectmen wished Michael Green good fortune in his future endeavors as he chose not to run for reelection.

Other activities and specific actions included:

- ✓ In accordance with the new Town Charter, the Town Administrator, Board of Selectmen, and Finance Committee adopted a balanced budget for FY 2016 at Annual Town Meeting.
- ✓ The outside, independent auditing firm of Guisti, Hingston and Company provided the Town with a clean financial audit with no major findings in their management letter for FY 2015.
- ✓ The Town refinanced its debt and saved \$153,151 over the life span of the debt service.
- ✓ The Town created a 5 Year Capital Plan with a \$221,000 capital budget for FY 2016.
- ✓ Moody's Rating Service reviewed and further sustained the Town's bond rating at AA3.
- ✓ The Board of Selectmen secured the first ever Commonwealth's Green Communities designation and a grant for \$152,910 on December 22, 2015.
- ✓ Town Meeting approved an Economic Development Incentive Plan for the former Mill site for a \$26.8 million commercial project and the creation of 150 new jobs.
- ✓ The former Bemis Bag building was sold and is a 190,000 square foot complex that is under redevelopment on 10.39 acres of commercial property and is taken shape as the new Pepperell Business Center, bringing new jobs.
- ✓ The Town successfully completed an Economic Development Self-Assessment Tool under a grant from the Northern Middlesex Counsel of Governments and the Town received a sterling report.
- ✓ The unemployment rate remained at 4.0%, under the Massachusetts rate of 4.5%, and under the national rate of 5.0%.
- ✓ The Town joined the regional Storm Water Collaborative with the Northern Middlesex Council of Governments.
- ✓ The Town Administrator appointed Debbie Nutter, Town Treasurer/Collector as a Town Department Head that was converted from a Town Elected position under the new Charter.

At the Annual Town Meeting held on May 4, 2015 town meeting members voted to approve Article #2 Rescind Authorized Borrowings of \$2,074,000; voted unanimously Article #5 the General Fund Budget for FY 2016, Article #6 the Sewer Enterprise Fund Budget for FY 2016, Article #7 the Water Enterprise Budget for FY 2016 and Article #8 the Transfer Station Enterprise Fund Budget. Various revolving funds were authorized under Articles #9, #10 and #11 along with Article #12 that authorized the Town's Stretch Energy Code. Additionally, town meeting members unanimously approved Article #12 a Tax Increment Financing Agreement between the Town and 1A Auto, Inc. The town meeting members approved Article #14 an Emergency Service Cost Reimbursement program.

At a Special Town Meeting held on October 26, 2015, Article #1, A Compensation Plan for Non-Unit Employees was adopted. Under Articles #4 and #5 respectfully, town meeting members approved the Water (\$600,000) and

Sewer (\$300,000) Enterprises to appropriate from their retained earnings a total of \$900,000 for the purpose of replacing water meters in FY 2016. Article #6 was approved and appropriated \$350,000 for the purposes of purchasing a vacuum/jetter truck in FY 2016. Additionally, the town meeting members accepted a permanent easement of 17 – 23 Shawnee Road.

On December 14, 2015, Mark Andrews, our new Town Administrator finished his first full year of service and the Board of Selectmen extended his contract for an additional year based upon his successful tenure during which he completed pre- approved goals and objectives under his contract.

Respectfully submitted,

Stephen C. Themelis, Chairman

Michelle R. Gallagher, Clerk

Melissa Tzanoudakis, Member

. . . . .  
**ZONING BOARD OF APPEALS**

**Responsibilities/Duties:**

1. To hear and decide appeals in accordance with Section 9200 of the Zoning By-Law.
2. To hear and decide applications for special permits as provided in Section 9221 of the Zoning By-Law.
3. To hear and decide appeals or petitions for variances as provided in Section 9222 of the Zoning By-Law.
4. To hear and decide appeals as provided in Section 9223 of the Zoning By-Law.
5. To hear and decide comprehensive permits as provided in Section 9224 of the Zoning By-Law.

**Authority:**

Town of Pepperell Zoning By-Law Section 9220 and Massachusetts General Laws Chapters 40A, 40B, and 41.

**2015 Activities:**

Six (6) new applications were submitted to the Zoning Board of Appeals in 2015. Table contains breakdown of applications which were decided in 2015 (includes applications submitted in 2014, but decided in 2015; and pending applications to be decided in 2016):

	Granted	Denied	Pending	Withdrawn
Variances	3	1	0	1
40B-Comprehensive Permits	0	0	0	0
Administrative Appeals	0	0	0	0
Special Permits	2	0	1	0
Amendments to Decisions	1	0	0	0

**2015 Zoning Board of Appeals Members:**

**Full Board Members** (3): Mark Walsh (Chair), Annette McLean, Jan Adamczyk (Clerk)

**Associate Board Members** (2): Sean McCaffery and Carl Schilling

**Staff:** Cheryl Lutcza, ZBA Assistant.

**Resignations:** None

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## BOARD OF ASSESSORS

The Board of Assessors submits herewith its annual report for the fiscal year ending June 30, 2016.

The purpose of the department is to establish fair and equitable assessments for the Town of Pepperell in Real Estate and Personal Property. In addition, the department is responsible for implementing the Motor Vehicle Excise tax, processing Real Estate, Personal Property and Excise tax abatements, and processing tax exemptions for qualifying individuals. The department administers special assessments for farm and forest management programs and charitable organizations. The Staff also assists other town departments, real estate agencies, surveyors, attorneys, and appraisers on a daily basis. The Assessors are also responsible for defending all appeals to the Appellate Tax Board.

Assessed values are subject to triennial review by the Massachusetts Department of Revenue. Fiscal 2015 was a triennial certification year and the assessed values required an increase to reflect full and fair cash value as of January 1, 2014. For Fiscal 2016, the assessed values were based on sales from calendar year 2014. The tax rate was approved by the DOR on November 13th and was set at \$16.53. The following tables show the changes in totals amounts to be raised, estimated receipts and property valuations over the past four years.

	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>
<b>Gross to be Raised</b>	24,800,343.77	25,429,444.06	25,692,603.15	28,217,288.71
<b>Estimated Receipts</b>	8,347,085.00	8,371,947.00	8,125,406.55	9,828,485.29
<b>Available Funds</b>				
<b>Property Valuations</b>	1,113,211,013	1,075,504,228	1,101,391,636	1,112,450,298
<b>Tax Rate</b>	\$14.78	\$15.86	\$15.95	\$16.53

Each year voters attend Town Meetings to establish expenditures for the ensuing fiscal year. The total that can be spent by the Town Meeting is capped under Proposition 2 ½, a ballot initiative passed in 1980, and this total sum of money necessary to run the Town determines the amount that must be raised through local property taxes. The tax rate is that percent of total assessed value necessary to meet monetary requirements established by Town Meeting appropriations.

The Fiscal Year 2016 Tax rate is set at \$16.53 per thousand dollars of value for all property classes, residential, commercial, industrial and personal property. This is 3.64% higher than last year's rate of \$15.95 per thousand. Assessed values have been increased to more closely reflect market trends. Overall, assessed values are up 1% from the prior tax year.

A number of factors contributed to an increased tax rate. Generally the rate is increased by 2.5% per year under the confines of Proposition 2 ½. An increase is also allowed for any new growth over the year. Other increases to the tax base include debt service exclusions and over-rides previously voted by the Town Meeting. Fiscal 2016 had no overrides. The following is a breakdown of the tax rate increase.

**Table of Tax Rate Breakdown**

<b>Description</b>	<b>Increase to Levy</b>	<b>\$</b>	<b>\$ increase</b>	<b>Tax Rate</b>
<b>2015 Beginning Levy Limit / 2015 Tax Rate</b>		<b>17,079,459</b>		<b>15.95</b>
Decrease in tax rate due to increase in values			-.597	15.353
<b>Additions to FY 2015 Levy Limit</b>				
Prop 2 ½ Increase	426,986		.384	15.737
New Growth	134,912		.122	15.858
<b>FY 2015 Levy Limit (before Debt Exclusions)</b>		<b>17,641,357</b>		
<b>Debt Exclusions:</b>				
VBMS Addition	224,400		.202	16.060
NMRSD (High School)	12,331		.012	16.072
NMRSD (Nissitissit)	333,861		.300	16.372
NVTHS	111,249		.100	16.472
Fire Truck	35,505		.032	16.504
Ambulance	33,180		.030	16.534
<b>Total Deb Exclusions</b>		<b>750,526</b>	<b>.583</b>	
<b>Maximum Allowable Levy</b>		<b>18,391,883</b>		<b>16.53</b>
<b>Excess Levy Capacity</b>		<b>3,079.58</b>		<b>-.00</b>
<b>Total Levy</b>		<b>18,388,803.42</b>		<b>16.53</b>

**Fast Facts and Figures:**

<b>Real Estate:</b>		<b>Commercial/Industrial Properties:</b>	
Number of Bills:	4,610	Number of Properties:	184
Total Taxable Valuation:	1,178,659,798	Average Valuation:	241,543
Total Taxes Levied:	18,388,803.42		
Total Number of Parcels:	4,685	<b>Personal Property:</b>	
		Number of Bills	273
		Total Personal Property Valuation:	16,126,100
		Total Taxes Levied:	266,564.56
<b>Residential:</b>			
Number of Single-Families:	3,096		
Avg Single-Family Valuation:	280,567	<b>Exempt Properties:</b>	
Total Number of 2-Families:	179	Number of Exempt Properties	196
Avg 2-Family Valuation:	263,474	Exempt Property Valuation	82,335,600
Total Number of Multi-Families:	23		
Avg Multi-Family Valuation:	282,596	<b>Abatement Applications: (FY 2015)</b>	
Total Number of Condominiums:	300	Total Received:	14
Avg Condo Valuation:	133,085	Granted:	10 (71%)
		Denied:	4 (29%)
		Total Dollar Amount Granted:	1,664.89
<b>Statutory Exemptions:( 12/31/2015)</b>			
Granted:	89	<b>Motor Vehicle Excise Calendar 2015:</b>	
Denied:	5	Number of Bills:	14,320
Total amount exempted:	58,759.77	Total Exempt:	114
		Total Excise tax:	1,533,086.34
		Number of Abatements:	534

Taxpayers are reminded to read the reverse side of the tax bill. It contains valuable information concerning abatement and exemption information. Further information and current property values can be found at [www.pepperell-mass.com](http://www.pepperell-mass.com), then choosing “Departments”, and finally “Assessors” at the website. More information regarding property tax bills can be found at [www.mass.gov/dls](http://www.mass.gov/dls).

# REPORT OF THE TOWN TREASURER

**FOR FISCAL YEAR ENDING JUNE 30, 2015**

<u>Bank Balances:</u>	<u>Bank Balances</u>	<u>Interest Rates</u>	<u>Type of Acct.</u>	<u>Total</u>
<b><u>Financial Institutions</u></b>				<b><u>Funds</u></b>
Lowell-5	\$ 189,140.99		payroll	\$ 189,140.99
Lowell -5 FSA	\$ 4,304.26		employee FSA	\$ 4,304.26
Eastern	\$ 1,749,274.21		vendor checking	\$1,749,274.21
Eastern	\$ 1,733,903.65	0.1%	investment	\$1,733,903.65
Eastern	\$ 146,262.14	0.1%	investment	\$ 146,262.14
Lowell-5	\$ 275,808.04	0.6%	depository	\$ 275,808.04
Unibank	\$ 122,511.01	0.1%	online depository (4 accts.)	\$ 122,511.01
Lowell-5	\$ 2,083,955.99	0.6%	investment	\$2,083,955.99
Lowell-5	\$ 1,344,654.67	0.6%	investment	\$1,344,654.67
Lowell -5	\$ 283,565.19	0.6%	escrow/agency	\$ 283,565.19
Fidelity	\$ 59,860.64	0.2%	investment	\$ 59,860.64
Unibank	\$ 173,980.26	0.2%	bond proceeds	\$ 173,980.26
MMDT	\$ 18,621.23		investment	\$ 18,621.23
Bartholomew	\$ 215,482.64	1.0%	investment	\$ 215,482.64
Century	\$ 15,682.13	0.1%	online depository (lockbox)	\$ 15,682.13
<b>Total Bank Balances, June 30, 2015</b>	<b>\$ 8,417,007.05</b>			<b>\$8,417,007.05</b>
<b><u>Non-expendable Trust Funds: **</u></b>				
Cemetery Perpetual Fund	\$ 160,874.42			\$ 160,874.42
Brooks Fund	\$ 44,965.08			\$ 44,965.08
Farrar Flag Pole Fund	\$ 149.88			\$ 149.88
Lawrence Library Perpetual Fund	\$ 62,387.49			\$ 62,387.49
Lawrence Library Carter Fund	\$ 13,823.74			\$ 13,823.74
Lawrence Library Thurston Fund	\$ 499.61			\$ 499.61
<b><u>Expendable Trust Funds: **</u></b>				
Cemetery Perpetual Income Fund	\$ 29,073.61			\$ 29,073.61
Brooks Income Fund	\$ 28,260.26			\$ 28,260.26
Farrar Flag Pole Income Fund	\$ 65.25			\$ 65.25
Lawrence Library Income Fund	\$ 85,362.77			\$ 85,362.77
Lawrence Library Carter Income Fund	\$ 4,285.79			\$ 4,285.79
Lawrence Library Thurston Income Fund	\$ 387.23			\$ 387.23
Lawrence Library Heald Income Fund	\$ 16,444.20			\$ 16,444.20
Lawrence Library Smith Income Fund	\$ 6,022.47			\$ 6,022.47
<b><u>Other Trust Funds: **</u></b>				
Stabilization Fund	\$ 649,170.13			\$ 649,170.13
Retirement Fund	\$ 107.89			\$ 107.89
Conservation Fund	\$ 16,940.93			\$ 16,940.93
Land Fund	\$ 7,968.24			\$ 7,968.24
<b>Total Funds, June 30, 2015</b>	<b>\$ 1,126,788.99</b>	<b>\$ 0</b>	<b>\$ -</b>	<b>\$1,126,788.99</b>

Respectfully submitted,

Debbie J. Nutter  
Treasurer-Collector

**Note:** All accounts are independently audited each year by a certified public accounting firm, without exception.

**\*\* All trust fund balances are inclusive of required GASB-31 Fair Market Value adjustments.**



# REPORT OF THE COLLECTOR OF TAXES

For the Calendar Year Ending December 31, 2015

For the calendar year-ended December 31, 2015, the following taxes; interest; charges; tax title liens; utility liens; deferrals; betterment payoffs; apportioned betterments; payments in lieu of taxes; mobile home fees; and municipal lien certificates, were collected by this office.

**Taxes:**

Real Estate	\$17,376,634.45
Motor Vehicle Excise	\$1,163,881.91
Personal Property	\$246,652.68

**Interest:**

All Taxes	\$79,480.74
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**Charges:**

All Taxes	\$16,785.91
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**Tax Title Liens:**

Real Estate Taxes	\$69,115.32
Sewer Utility Liens	
Water Utility Liens	

**Utility Liens Added to Tax:**

Sewer Liens Added to Tax	\$140,362.36
Water Liens Added to Tax	\$146,535.78

**Deferred Tax Liens:**

Real Estate Taxes	\$0.00
Betterments	\$0.00

<b><u>Betterment Payoffs:</u></b>	\$66,436.66
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<b><u>Apportioned Betterments:</u></b>	\$152,655.39
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Apportioned Betterments Interest:	\$107,428.91
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IE FINES	\$7,725.08
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<b><u>Payments In Lieu of Taxes:</u></b>	\$1,619.70
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<b><u>Mobile Home Fees:</u></b>	\$21,888.00
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<b><u>Municipal Lien Certificates:</u></b>	<u>\$13,525.00</u>
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TOTAL COLLECTIONS- Calendar 2015	\$19,610,727.89
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Respectfully submitted,  
Debbie J. Nutter  
Treasurer-Collector

\* All accounts are independently audited each year by a certified public accounting firm, without exception.

## INFORMATION SYSTEMS TECHNOLOGY COMMITTEE

The Information Technology Department is responsible for purchasing, installation, maintenance, security and support of all workstations, servers, printers, phone systems and network equipment/services. The department strives to provide full-time support to Town employees while continuously improving services and extending functionality to better serve the Town.

### 2015 Major Accomplishments

#### Email System Upgrade

For FY16 Town of Pepperell has appropriated funds to address various ongoing issues with hosted email platform. The decision was made to bring email on-site with deployment of Microsoft Exchange server 2013.

The project underwent extensive 5 month building & testing period and addressed not only email, collaboration, remote email access, but also had a major impact on other IT systems in need of upgrades such as backup architecture, improved malware protection and ability to meet information auditing requirements.

The project completed on 1/1/2016 and was done under budget due to a donation of two HP Proliant servers from Wayne A. Razzaboni.

**Migration of Public Safety Complex network to Microsoft Active Directory.** This project properly links our Public Safety Complex to rest of Town facilities while increasing security needs for Police and Dispatch Departments. Benefits include:

- Increased security
- Easier management of resources
- Improved collaboration features
- Integration to Microsoft Exchange

**Implementation of Intranet website** with the goals of improving inter-departmental communication. Project was completed at no additional cost utilizing free WordPress platform on Linux operating system in a virtual environment.

**Server monitoring** – IS department had need for long term network/server monitoring to provide meaningful statistics, trends, usage patterns and overall health monitoring of IS resources. Open source package called *Observium* was chosen and deployed using Linux operating system in a virtual machine. Project was completed at no additional cost.

Town Of Pepperell has not experienced any significant system outages or data loss in 2014.

#### Future Goals In 2016

- Information Technology department would like to investigate possibility of consolidating phone systems in various facilities to increase and improve communication throughout all Town departments.
- Begin migration to Windows 10 on client workstations.
- Migrate existing VMware virtual hosts to Hyper-V to standardize our virtual infrastructure on similar HP hardware and Microsoft software platform.

The department will continue to strive toward continuous improvement.

## CONSERVATION COMMISSION

Pepperell has a seven-member Commission but, with the recent resignation of long-time Commissioner Linda Moody, the Commission has one opening. Linda served more than 17 years on the Commission. Tim Dinsmore is the newest member, joining the Commission in April 2015. The Conservation Commission works to protect Pepperell's natural resources. We do this in several ways. We are the local administrators of the Massachusetts Wetlands Protection Act (WPA), MGL Chapter 131, Section 40, and the Pepperell Wetlands Protection By-Law; we plan for and manage the Town's conservation properties; we work with and advise other Town bodies such as the Planning Board, Board of Health, Building Inspector's office, and Department of Public Works on natural resources issues, and we provide information to Town residents. The WPA and the Pepperell Wetlands Protection By-Law provide a review process for projects that could affect our valuable wetlands. In simplified form, the Act says that no one may fill or alter a wetland or wetland resource area without a permit. Under the WPA, the Commission, with the help of our administrator, reviews applications and renders findings.

Our local By-Law provides further guidance for property owners working near wetlands. Healthy, functioning wetlands protect our water supply, provide flood control, prevent pollution, and enrich our community's wildlife habitat. The WPA usually applies to any project if it occurs in or near wetlands. Typical projects include new buildings and driveways, changes to existing buildings or landscaping, and improvements to roads or utilities.

Applicants applying for building permits are routed to the Conservation Commission office to determine if their project will fall under the jurisdiction of the Commission. The table below shows the number of building permit applications reviewed.

	2012	2013	2014	2015
Building Permits Applications Reviewed	40	59	50	62

The Commission works with other land protection organizations to purchase properties for conservation and insure all conservation properties are safe and accessible. In 2015, the Massachusetts Division of Fisheries and Wildlife (DFW) purchased 14 acres on Wheeler Street. This property, which includes multiple vernal pools, is priority and estimated habitats for rare species and abuts over 400 acres in Townsend, known as the Townsend Hill Wildlife Management Area. The Massachusetts Department of Agricultural Resources (MDAR), which has been working with Marlene Gardner of Gardner Farms on River Road, placed an Agricultural Preservation Restriction (APR) on approximately 63 acres of the Gardner farm. This will protect the farm in perpetuity. The APR includes all land owned by Mrs. Gardner on the east side of River Road (next to Nashua River). There are on-going efforts to place the remainder of the farm located on the west side of River Road into the APR Program.

The year was a busy one for the Conservation Commission. The Commission partnered with the Nashua River Watershed Association (NRWA) on three separate projects. The NRWA's Heart Healthy Trail Program included walks through two of Pepperell's conservation properties and was attended by more than 15 people from the area. The NRWA formed a regional aquatic invasives alliance to determine how best to address aquatic invasives, primarily in the Nashua River at Pepperell Pond. The NRWA formed a Wild and Scenic Study Committee to determine if a portion of the Nashua River and two of its tributaries, the Squannacook and Nissitissit Rivers, merit federal protection designation.

In March, a substantial leak of diesel fuel from a storage tank at Shattuck Oil Company, next to the Nissitissit River, was detected, which resulted in months of site clean-up work and the rebuilding of the storage facility. These efforts prevented the diesel fuel from entering the river. The site was rebuilt to comply with EPA and State Fire Marshall requirements and the tanks are now inside a containment structure, something that was not previously in place. The potential for a spill in the parking lot, where large tanker trucks are parked, was also addressed during the rebuilding process.

The Green family, owners of 1A Auto, purchased the former Mill site on Main and Mill Streets and went through an extensive engineering and permitting process that was approved for the construction of a 100,000 square foot office building and parking lot. Work at the site will begin with rebuilding and stabilization of the wall abutting the Nashua River.

In the fall of 2015, after more than two years of research, engineering, and planning, the Turner Dam on the Nissitissit River on Hollis Street, under the direction of Alex Hackman of the Division of Ecological Restorations (DER), was removed. The dam, which was owned by David Babin, was the only intact barrier in Massachusetts on the Nissitissit River. Removing the dam improved ecological conditions, eliminated a public safety hazard, reduced flooding risks, and enhanced climate change resiliency. The project was funded by the U.S. Department of Interior, the National Fish and Wildlife Foundation, and the Division of Ecological Restoration. The Nissitissit River is a gem for fly fishing and fisherman come from all over New England to fish the river. It is also home to several rare species, including the brook floater mussel, which is a state listed endangered species. The project involved many partners including the Department of Interior National Fish and Wildlife Foundation, MA DER, MA Division of Fish and Game, Trout Unlimited, Nashua River Watershed Association, Nashoba Conservation Trust, MA Outdoor Heritage, and the Nissitissit River Land Trust.

Under the direction and coordination of the Conservation Commission, volunteers provide an invaluable service to the Town by monitoring trails, clearing trails of debris and downed trees, mowing trails and small meadow areas, plowing parking areas during winter months, trash pickup, and assisting with other necessary maintenance. Volunteers are a critical part of the trail monitoring and maintenance program and volunteers can sign up on the website. Volunteer Paul Peavey, a member of the Nashoba Conservation Trust, offered his woodworking/construction expertise at a Conservation Commission meeting. Paul rebuilt an unsafe bridge over an intermittent stream on the Keyes Farm conservation property. Paul also repaired kiosks on the Keyes Farm property as well as a kiosk on the West Side Trail, both of which had toppled. Our volunteers are sincerely appreciated.

The Commission also appreciates the Eagle Scout candidates who work with the Commission and give so much of their time to complete projects within our community. During 2015, the Commission worked with two Eagle Scout candidates who completed projects that will continue to be appreciated for many years. Eagle Scout Alexander Jeffrey built American Kestrel boxes, which he installed at the Heald Street Orchard. The American Kestrel is listed as a Species of Greatest Conservation Need and one of the factors contributing to the Kestrel's decline is the lack of suitable nesting cavities. American Kestrels have been seen frequently at the Heald Street Orchard and the Orchard, which is one of Pepperell's most visited conservation properties by people, especially people with their dogs, is also home to many unique bird species. Alexander also built four benches, which he installed on three separate conservation properties. The benches were placed in locations where people can stop and reflect and enjoy some of the beautiful views in Pepperell. Eagle Scout Kyle Griffiths built two kiosks for the Heald Street Orchard, repaired the sign identifying Heald Pond, and upgraded the kiosk at Heald Pond. Identifying conservation properties with signage and providing kiosks with maps, the history of the property, and other pertinent information encourages people to use our wonderful open spaces. Eagle Scout candidates like Alexander and Kyle join the list of other Eagle Scouts who have given back to the town and the town is fortunate for their dedication.



The Commission continues its efforts to update the Open Space and Recreation Plan. Communities with up-to-date Open Space and Recreation Plans can apply for LAND grants (formerly Self-help grants). LAND grants can be used for land acquisition and for projects involving passive outdoor recreation.

We encourage you to visit our conservation properties. There are many recreational opportunities in Pepperell. Conservation land use permits are available for special requests. The Pepperell Horse Owner's Association holds an annual trail ride every fall, which includes the use of conservation properties and the Nashoba Valley Amateur Radio Club uses the Heald Street Orchard every year for their Annual Field Day.

Most conservation properties include trails that can be used for walking, running, biking, cross-country skiing, horseback riding, and snowshoeing. Some of our properties are available for hunting (see website for a list of properties open for hunting) but there are also opportunities for sledding, fishing, kayaking, canoeing, swimming, and ice skating. Maps of all conservation properties are available on the Town of Pepperell website as well as trail maps, including many new trail maps for properties not previously GPSed.

We invite you to visit our page on the Town's website by going to **[www.town.pepperell.ma.us/conservation](http://www.town.pepperell.ma.us/conservation)**. Our page details the workings of the Commission, including upcoming meeting dates and agendas, minutes to past meetings, access to permit applications, and information about Pepperell's conservation lands.

Please call the Conservation Commission office at 978-433-0325 if you have any questions or comments. Our Conservation Administrator, Paula Terrasi, staffs our office in Town Hall Monday through Wednesday 8:00 am to 4:30 pm and Thursday mornings.

Robert Elliott, Chairman  
Robert Rand

Timothy Dinsmore  
Patricia Swain Rice

Kristina Masterson    Linda Moody  
Peter Steeves





# INSPECTION DEPARTMENT

Appointed Positions:

Harry Cullinan, Inspector of Buildings/Zoning Officer  
John Dee III, Electrical Inspector  
Ralph Gilmore, Assistant Electrical Inspector  
John Cryan, Plumbing Inspector/ Assistant Gas Inspector  
Eugene Douglas, Gas Inspector/Assistant Plumbing Inspector  
Susan H. Smith, Assistant to the Inspectors

During the past year as the Inspector of Buildings/Zoning Enforcement Officer, and with the help of my assistant Susan Smith, the Department issued building permits, which include sheet metal permits, trenching permits and solar panel permits, responded to Notices of Intent which are required to be approved prior to the Town Clerk issuing a Business Certificate, resolved numerous zoning complaints and working with the Fire Chief, inspected all school buildings, public buildings and all businesses with liquor licenses.

The Department processed applications throughout the year for new construction and remodeling, additions, wood/pellet stoves and energy improvements. Four-hundred fifty-five (455) building permits were issued, 12 for single family homes. Our largest construction projects were the new solar farm on Chapman Lane and a complete renovation of an industrial building in Lomar Park, which is a great addition to the town. Many permits were issued for residential solar panels.

In addition, 314 electrical permits, 159 plumbing permits and 154 gas permits were also issued.

Building Department staff is available to answer your questions and address any concerns at 978-433-0329, or by email, at [shsmith@town.pepperell.ma.us](mailto:shsmith@town.pepperell.ma.us).

## PLANNING BOARD

The Planning Board serves the Town of Pepperell by reviewing and permitting development throughout the community under the jurisdiction of the Massachusetts General Laws Chapter 41, Sections 81A-GG, Subdivision Control Law, and Chapter 40A, the Zoning Act. The Planning Board's authority is defined in the Subdivision Rules and Regulations and the Zoning Bylaws of the Town.

Under subdivision control law, the Open Space Residential Development for River Road was submitted and approved as a subdivision under the terms of the special permit also granted this year. Bemis Estates, a subdivision which the Planning Board had denied in 2002, was remanded by Land Court for reconsideration upon overturning that earlier denial. This subdivision remains under review and is pending into 2016. One Approval Not Required (ANR) was submitted and approved in 2015, involving a donation of land off South Street to the MA Department of Fish and Wildlife as open space.

Under zoning, the Planning Board approved 2 projects that were pending from 2014, including the Open Space Residential Development on River Street referenced above, and the Borrego Solar facility at 175-185 Nashua Road, consisting of approximately 4,400 panels on 7 acres. The Board also reviewed and approved a Site Plan and Special Permit for Green 1A Investments to allow 100,000 sq. ft. office building on the former paper mill site at 128 Main Street/23 Mill Street, a 2-family special permit for 52 Lowell Road, and minor modifications to a previously granted special permit for Shattuck Oil at 16 Groton Street. Extensions of time were reviewed and approved for a proposed composting facility on Nashua Road, a multi-family project at 33-35 Hollis Street, and a multi-family project at 19B Tucker Street.

Pending into 2016 are an OSRD special permit for a 13 lot cluster subdivision on Hollis Street, a scenic road permit for a driveway on Bancroft Street, and an amendment to the OSRD special permit for 2 Deerfield Road. A request for further extension of time to implement the composting facility special permit on Nashua Road was received in December and is pending into 2016.

The Board continued to work to update the Open Space Residential Bylaw and the Accessory Apartment bylaw. Board also worked with the Zoning Study Group on rezoning issues for the mill area.

Joseph Helter resigned at the end of January, and Matthew Nesbit did not seek reelection. Richard McHugh and Michael Dapcic were elected to the Board in the annual town election. The Board elections resulted in the officers: Chairman, Anna MacDonald, Clerk, Albert Patenaude. Richard McHugh was appointed as the NMCOG representative for the Board. Dennis Kane was appointed to the associate member position.

The Planning Board wishes to offer its gratitude to all of the Pepperell Town Boards, Committees, and Departments for their assistance and guidance throughout the year.

Respectfully submitted,  
Pepperell Planning Board  
Anna J. MacDonald, Chairman  
Albert W. Patenaude, Clerk  
George Clark  
Michael M. Dapcic  
Richard M. McHugh

. . . . .  
**ECONOMIC DEVELOPMENT ADVISORY COMMITTEE**

To our Fellow Residents of the Town of Pepperell:

The Pepperell Economic Development Advisory Committee respectfully submits its report to the citizens of Pepperell, regarding activities conducted in 2015.

Various activities and specific actions included:

- ✓ Worked closely with the Board of Selectmen and Town Administrator to craft an Economic Development Incentive Plan, including a Tax Increment Financing Plan for the 1A Auto Company.
- ✓ Town Meeting approved the Economic Development Incentive Plan for the 1A Auto Company at the former Mill site for a \$26.8 million commercial project and the creation of 150 new jobs.
- ✓ Worked cooperatively with the Board of Selectmen, the Town Administrator and the Pepperell Business Association to assist with the reuse of the former Bemis Bag building, a 190,000 square foot complex that is under redevelopment on 10.39 acres of commercial property and is taken shape as the new Pepperell Business Center, bringing dozens of new jobs.
- ✓ Helped to promote the use of an Economic Development Self-Assessment Tool (EDSAT) that positioned the Town for future economic and business development in the future.
- ✓ Worked supportively to create jobs and expand our local business base and to ultimately reduce the Town's unemployment rate which was at 4.0%, well under the Massachusetts rate of 4.5%, and under the national rate of 5.0% in December of 2015.

Respectfully submitted,

Chester E. Babineau  
Keith C. Bagley  
Diane Cronin  
Tracie Ezzio  
John Masiello

Roland Nutter  
Derek TenBroeck  
Chuck Walkovich  
Mark Andrews, Town Administrator

## POLICE DEPARTMENT

The mission of the Pepperell Police Department is to provide the highest level of protection and service to the citizens, business people, and visitors of Pepperell. Members of the Pepperell Police Department shall provide safety and security for the community by enforcing the bylaws of the Town of Pepperell, the laws of the Commonwealth of Massachusetts, and the Constitution of the United States of America. Members of the Pepperell Police Department shall be dedicated to provide the highest quality of public service with honesty, respect, and fairness. Working together with our community members, and focusing on the Pepperell Police Department's core values of professionalism, integrity, honesty, and character, we strive to enhance the quality of life for everyone in our town.

The perpetual goals of the Pepperell Police Department are to identify criminal activity, pursue and apprehend criminal offenders and proceed in the prosecution of known offenders, to maintain a proactive patrol and investigation force and thus reduce the opportunity to commit crime, to facilitate the safe movement of people and vehicles through analysis and commitment of selective traffic enforcement resources, to perpetuate a sound managerial environment that focuses upon department goals and provides for career development, and to instill public confidence in the agency by maintaining a high degree of professionalism, dedication and expertise in police service.

The following table represents a sampling of the types and number of calls the Pepperell Police Department responded to and investigated throughout the year:

<b>Year</b>	<b>2015</b>
Total Police Calls	8405
Burglaries	29
Larcenies (includes cases of fraud/ID theft)	132
Disturbance calls (general)	92
Disturbance calls (domestic violence)	135
Assaults (Simple)	86
Assaults (Aggravated)	23
Motor vehicle accidents investigated	208
Arrests/Protective custodies	149
Motor vehicle citations issued	815
Drunk driving cases	18
Burglar/Robbery alarm responses	279
Animal Complaints	71

Unfortunately, due to budget constraints, our police department continues to operate at less than full staff. We have been functioning with two less officers since 2009 and lost two more during the latest budget crunch in 2014 where we remained for 2015.

The year 2015 was filled with several long term officer absences due to medical and other issues. In October Sergeant Armando Herrera resigned after an internal investigation. Although the end of his career was not how Sergeant Herrera or the department had planned, we thank him for his decades of service to the town.

The police department was involved in several newsworthy incidents in 2015, including the arrest of two men for a burglary in progress, a home invasion and subsequent arrest of five perpetrators, and the use of a Taser on a man with a machete who was approaching an officer. The opiate epidemic also dominated the news in 2015, and late in the year the Pepperell Police Department hosted a meeting to address the issue locally. In 2016, the department will continue to formulate a plan to assist those affected by opiate addiction in Pepperell.





## FIRE DEPARTMENT

The Pepperell Fire Department is committed to protecting life and property in the community. Pepperell Fire Department provides Fire Rescue and Emergency Medical Services to the Town of Pepperell. Highlights from 2015 include:

922 Emergency Medicals Calls  
484 Fire and Rescue Calls

Additionally Pepperell Fire Department provides Fire Safety Awareness Education, CPR Training, Inspections and Permits including:

1348 Students Educated  
212 Residents Trained in CPR  
385 Inspections Completed  
627 Permits Issued

In January, the Department received a Student Awareness for Fire Education (SAFE) Grant for \$4,423.00 and a Senior Safe Grant for \$2,795.00 for assisting Seniors with smoke detectors and carbon monoxide detectors. The Department was able to put new smoke and carbon monoxide detectors in 18 seniors' homes, at no cost to them.

Our Fire Prevention Team went into the schools and daycare centers in October and November to conduct fire and life safety education programs for students in grades Pre-K thru 8.

Our Open House was a huge success in November. Children participated in numerous activities including, using the forestry hose to put out "fires" in the wooden house, pin the mustache on the Chief and receive tours on the fire trucks. There were fire extinguisher demos and extrication demos. Thank you to Wilsons Junk Yard for supplying us with demo vehicles.



In September we received an Assistance to Firefighter Grant for replacement of rescue tools (Jaws of Life), cribbing, chains and stabilization jacks. The grant total was \$50,457, FEMA share is \$49,957 and the Towns' share was \$2,402. We expect delivery of this new equipment in the spring 2016.

Building Fire	12	Medical Calls	922
Mutual Aid Given Fire	24	Mutual Aid Given Amb	28
Cooking Fire	5	Chimney or Flue Fire	6
Fuel Burner Malfunction	1	Vehicle Fire	6
Brush Fire	16	Medical Assist EMS Crew	5
Motor Vehicle Accidents	64	Gasoline or other liquid spill	19
Gas Leak (natural or LPG)	16	Carbon Monoxide Incident	4
CO detector activation, No CO	14	Electrical wire down	7
Service Call, other	9	Lock out	2
Water problem, other	2	Animal Rescue/problem	3
Assist PD or other	14	Public service	47
Unauthorized burning	11	Cover assignment	9
Good intent call	20	Dispatched, cancelled	31
Smoke, odor of smoke	14	Smoke detector malfunction	13
Alarm system malfunction	66	Alarm system activation	63
Fire, Other	2	CO detector malfunction	7

Oil Burners	56	Black Powder	1
Propane Storage	65	Occupancy	17
UG Tank Removals	15	Fuel Storage	2
Agricultural Permits	39	Public Safety	29
Open Burning	581	Fireworks Display	1
Smoke Detector	193	Sprinkler	2
Fire Alarm	4	Fuel Transport	3

Respectfully submitted,

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# COMMUNICATIONS DEPARTMENT

Department: Communications Center

Appointing Authority: Board of Selectmen

Appointed Officials and Titles:

David Stairs	Communications Director
Justin Zink	Assistant Director
Elizabeth Jones	Dispatcher
Jeffrey Cormier	Dispatcher
Melissa Hippler	Dispatcher
Shaun Shattuck	Spare Dispatcher

### Responsibilities/Duties:

Emergency and routine radio dispatching of Pepperell Police, Fire, Ambulance, Highway, Water, and Sewer Departments on a 24 hour per day basis.

Answering emergency 911 calls, and business calls for all the above departments, except for Highway, Water, and Sewer departments, answering those lines after hours.

Performing Emergency Medical Dispatch services.

Operation of the NCIC/LEAPS computer; allowing for input and retrieval of driver and Criminal history on a nationwide basis.

Chronological documentation of all incidents and calls.

Coordination with Civil Defense personnel during times of emergencies/disasters. Using the Code Red Notification System when necessary to alert the public.

### Major 2015 Activities:

8405 Police Calls  
1649 Fire Calls  
674 Ambulance Calls  
39 DPW Calls

## Goals for 2015:

Pursuing grant money to replace equipment. Upgrading radio equipment as well as replacing the Dispatch Console.

Respectfully submitted,

David Stairs, Communications Director

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## ANIMAL CONTROL OFFICER

Our office has been quite busy with a multitude of animal problems this year. Calls consisted of nuisance, strays, and injured animals and the unfortunate dogs, cats and wildlife hit by vehicles.

I would like to remind everyone to license their dogs. You may be fined if you do not license your dog in a timely manner, and you may have to appear in court. A license is the only way for our office to identify your dog and to get your dog home if it is lost. If all dogs were licensed, we would have no strays and no lost dogs.

Have a safe, healthy and prosperous 2016, and thanks for your anticipated cooperation.

Mary Letourneau, Animal Control Officer



## SEALER OF WEIGHTS AND MEASURES

The following inspections for accuracy were performed during the year of 2015:

14 Oil Trucks  
57 Gasoline Pump Nozzles  
19 Scales of various sizes  
2 Apothecary Scales  
8 Supermarket Computerized Scales

This past year has been a busy but enjoyable year. I attended a fifteen-hour course, which is required by the State of Massachusetts. This course provides updates on any changes that increase my ability to provide the best possible service for the Town of Pepperell.

Anyone acquiring new or replacement scales or pumps must have them officially checked and sealed before they can be used. Appointments are made through the Selectmen's office in Pepperell by calling 978/433-0333.

Over this past year, it has been a pleasure to serve this Town. I am looking forward to another joyful year of serving the Town of Pepperell in this capacity.

Respectfully submitted,

Eric Aaltonen, Sealer of Weights and Measures

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## EMERGENCY MANAGEMENT AGENCY

The following is the Annual Report Submission for the Emergency Management Agency for the year 2015:

The Emergency Management Agency achieved our goal of aligning with the MEMA's electronic filing process by making major updates to our Emergency Management Plan on-line with MEMA's Emergency Operations Center in June.

Director David Querze along with Mark Andrews, Town Administrator, continued to expand the Local Emergency Planning Committee by including Margie LaFleur and Kalene Gendron as representatives from the Board of Health. Lisa Ferolito also agreed to join the committee as our new Shelter Coordinator replacing Joan Ux who has served the town in this role for a number of years.

The RACES Ham Radio Operator group continues to be available to the town to meet our communications needs during disaster situations and regularly conducts checks with the MEMA Radio Net.

The Auxiliary Police provided ~2,800 hours in supplemental volunteer police services to assist the full time department. This included: serving as cover officers in the full time cruisers; providing community patrol coverage in the Auxiliary cruiser; running traffic control for the Memorial Day parade, the 4<sup>th</sup> of July parade & fireworks, the Pepperell 5K, and a regional cancer bike ride; providing community foot patrols on Halloween evening; and participating in monthly in-service training. Mutual aid was also provided to the Groton Road Race. Two officers graduated from the Massachusetts Police Training Council Academy for Reserve/Intermittent Officers, a 315 hour evening and weekend program.

Police Chief David Scott refurbished and transferred a 2006 Ford Expedition to the Auxiliary Police enabling the retirement of a 2000 Crown Victoria Auxiliary cruiser with 98,000 miles. This makes great re-use of a town asset while expanding the capacity of the force to serve in adverse weather events.

All positions are volunteers and our appreciation goes out to them and the family members who allow them to support this program that aids in keeping the Town of Pepperell safe. Special thanks are extended to Chief David Scott, Sgt. Nick Parker, and Officer Steve Burke of the regular department who provide us with guidance and training support throughout the year.

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# NASHOBA VALLEY TECHNICAL HIGH SCHOOL

## Superintendent's Message

The core mission of a vocational-technical school is to impart to its students' knowledge and skills that will be valuable for securing, and having success in, future employment. In order to achieve this goal, Nashoba Valley Technical High School, like any successful technical school, must constantly look to the future in order to determine what sorts of training will still have value in an economy yet to come.

In the 45 years that have passed since Nashoba Valley Technical High School opened its doors in September 1969, in-demand skills have changed along with career paths and technology. Nashoba Tech's history is one of near-constant adaptation; not just to keep pace with a rapidly-changing world, but to anticipate those changes and keep the skills its students learn relevant.

These changes have come about both in the technical programs that Nashoba Tech offers and in the facilities and equipment of the building. To reflect the changing labor market, technical programs like Painting & Decorating, Horticulture, and Upholstery have been phased out over the years. They have been replaced with TV Production/Theatre Arts, Programming & Web Development, and Engineering.

Nashoba Tech's one-of-a-kind Engineering Academy is a specially devised course of technical and academic classes designed specifically to prepare students for a future in STEM – (Science, Technology, Engineering, and Mathematics) related fields, including electronics/robotics, engineering, and biotechnology. This innovative program is based on the acclaimed Project Lead the Way, and has been awarded almost \$230,000.00 in state grants designed to advance education in the highly competitive tech jobs of the future.

Technologically-oriented programs, along with more traditional vocational programs, have seen significant advances in equipment, standards, and safety. Nashoba Tech has worked tirelessly to keep the entire school's facilities and infrastructure at the leading edge of technical advancement. The school has undergone two major building projects in the past decade; adding such valuable facilities as our Science & Technology wing, a state-of-the-art TV studio and Performing Arts Center, and the recently completed Athletic Complex – which added \$3 million in new fields, stands, tennis courts, and lighting to our existing athletic facilities. This year we also completed a beautiful Dance and Art Center.

Coming next year to Nashoba will be two new programs: veterinary science which will encompass a Veterinary Technician and Assistant Program, the first to be offered at a regional technical school in Middlesex County and Sustainable Farming/Farm to Table which will expand our culinary arts cluster. Construction for the veterinary program and renovation of the greenhouse will begin in May/June of 2015.

These projects have also allowed the school to increase its sustainability and run in a more environmentally responsible way. In recent years many technical programs have adopted the latest 'green' innovations, like the Waterborne Paint system now in place in Automotive Collision Repair and Refinishing program. The building has also added a substantial number of solar panels, installed by our own Technical Programs, which has made the school more electrically and fiscally efficient.

The model of technical education that Nashoba Tech follows is clearly working. Numerous reports—including the Pioneer Institute White Paper on Technical Education in the Commonwealth (2008, 2014), Mass Inc.'s Massachusetts Education Reform at 15 (2010), and Harvard University's Pathways to Prosperity (2011), and the most recent paper, "Robert Reich Demolishes Myth That College is the Gateway to the Middle Class" (March 23, 2015), have found technical high school graduates to possess superior job skills and be more team oriented, disciplined, and job ready than even college graduates.

I hope you will find this report informative, and if you have any questions please do not hesitate to ask.

Thank you.

Dr. Judith L. Klimkiewicz, Superintendent

# NASHOBA VALLEY TECHNICAL HIGH SCHOOL



100 Littleton Road, Westford, MA 01886 (978) 692-4711 [www.nashobatech.net](http://www.nashobatech.net)

Nashoba Valley Technical High School is a regional technical high school established in 1969 to serve students grades 9–12 and also provides post-graduate programs for those between the ages of 18 and 25 years old in all career areas on a space available basis. Nashoba has earned an impressive reputation for producing community leaders as well as providing a vast amount of community projects for our district towns. With an enrollment of approximately 760–plus students from eight communities, Nashoba Valley Technical High School offers career preparation in 18 technical programs.



## *Administration*

Dr. Judith L. Klimkiewicz	Superintendent
Ms. Denise Pigeon	Principal
Mr. Matthew Ricard	Assistant Principal
Ms. Jeanne Savoie	Business Manager
Dr. Carol Heidenrich	Director of Technology
Ms. Gabriella White	Director of Curriculum
Ms. Kyla Callahan	Coordinator of Guidance and Admissions
Ms. Wendy Hood	Coordinator of Special Education and Team Chair
Mr. Paul Jussaume	Coordinator of Technical Programs and Cooperative Education
Mr. Jeremy Slotnick	Coordinator of Academics and Testing

*Accreditation:* New England Association of Schools and Colleges.

*The Learning Schedule:* Three 12-week trimesters consisting of eight 45-minute periods set in a four block schedule, five days per week. The school schedule alternates one week of academic classes with a week in a career-technical area for grades 9 through 12.

*The Year in Review*

Nashoba’s enrollment continued to grow during the school year and once again we welcomed a significantly larger student body. This year our security system was updated with additional security monitors at the front and rear entrances. Construction has completed on our new athletic facilities including a new sports complex that consists of a multipurpose turf field, tennis complex and a practice field, as well as state-of-the-art track, new softball and baseball fields, tennis courts and field hockey. To complete the renewal of our athletic facilities, the final touch was to add new bleachers and gym floor. Our Dance and Art studio is near completion and will enhance our pre-school and Theatre Arts and Design & Visual programs by allowing students to showcase their talents.

Nashoba continues to embrace educational opportunities for our teachers through summer professional development opportunities as well as by serving as a satellite campus for many local colleges’ advanced graduate programs.

As we continue through a time of economic uncertainty we can assure you that at Nashoba Valley Technical High School, students will still receive a technical education of the highest quality with the most current state-of-the-art equipment while still providing our district members with a fair and equitable assessment. Our Engineering Academy, entering its second year at Nashoba Tech, is a selective program targeting high achieving math and science students who are interested in entering various engineering, electronics/robotics, or bio-manufacturing fields.

*Vocational-Technical Programs (Secondary & Post Graduate)*

Auto Collision Repair & Refinishing	Engineering Academy	} Electronics/Robotics
Automotive Technology		
Banking, Marketing & Retail		
Carpentry/Cabinet Making	Health Assisting	} Engineering Technology
Cosmetology	Hotel Restaurant Management	
Culinary Arts	Machine Tool Technology	} Bio-Manufacturing
Dental Assisting	Plumbing/Heating	
Design & Visual Communications	Programming & Web Development	
Early Childhood Education	TV & Media Production/Theatre Arts	
Electrical Technology		

*Special Academic Programs*

Advanced Placement, Honors and College Preparatory courses are available in all core subjects. Foreign language, music, theatre and additional elective courses are offered for all four years to all interested students.

*Dual Enrollment*

The Dual Enrollment program is a state sponsored program that allows eligible NVTHS students the opportunity to enroll in courses at a local college while they are still in high school. The Dual Enrollment Program is available to any junior or senior who meets the criteria adopted by both the State and the School District. Juniors who are eligible and recommended by teachers/administration may elect to enter the Dual Enrollment Program and take courses their junior and senior years at a two- or four-year public college or private institutions in Massachusetts or New Hampshire. The program allows a student to attend Middlesex Community College, Mt. Wachusett Community College, U Mass Lowell or Fitchburg State University on a full time basis, while still enrolled at NVTHS as a high school student. Credit for the courses applies to both the high school and college transcripts. Upon completion, students receive their high school diploma from Nashoba and one or two years of college credit. Many Nashoba students in recent years have graduated with an Associates degree from a college and their high



school diploma at the same time. Also, individual study programs for talented students are directed to their area of excellence. Many of our students are accepted at such distinguished institutions as MIT, Ithaca College, Emerson College, Boston University, and University of Massachusetts, among others.

### *Community Service Projects*

Nashoba is unique in its approach to community service and its relationship to its district towns. Students and their instructors travel to various sites within our district to work on community service projects that have been approved and selected for their benefit to the community and the learning of our students. The students perform all necessary work for the district towns to complete their requested project. The Community Service Program educates students in a real world setting and allows the towns the benefit of observing Nashoba students at work, creating a lasting tribute to their efforts and having a major project completed without over expending limited town resources for capital improvement.

### *Student Activities*

Nashoba sponsors an extensive program in intra-scholastic sports including varsity teams in 16 current high school sports, with equal opportunities for both male and female students. Next year we hope to add tennis and crew as new team sports. Other extracurricular activities include Student Council, National Honor Society, Music Honor Society, Yearbook, Kick Off Mentors, Students Against Destructive Decisions (SADD), Skills USA, Student Leadership, Peer Mediation, Chorus, Drama, and many special interest clubs. **No user fees** are imposed on any sport, school sponsored club, or activity.

### *Continuing & Community Education*

More than 700 adult students per semester attended the Continuing Community Education Program in late afternoon and evenings at Nashoba. More information can be found on the NVTHS website.



# **NORTH MIDDLESEX REGIONAL SCHOOL SUPERINTENDENT**

Susan Robbins, Chair, Townsend  
Jonna Clermont, Vice Chair, Pepperell  
Anne Adams, Member, Pepperell  
Brian Edmonds, Member, Pepperell  
Crystal Epstein, Member, Ashby  
William Hackler, At-Large, Member  
Michael Morgan, At-Large Member  
Randee Rusch, At-Large Member  
Robert Templeton, Member, Townsend

Joan Landers – Superintendent of Schools

Student Representatives to the School Committee  
2014-2015 School Year  
Amber Edmonds  
Taylor Templeton

## **Report of School Committee Chairperson**

The North Middlesex Regional School District Chair acknowledged and congratulated Anne Adams, Jonna Clermont, and Rob Templeton for being re-elected to the school committee. Their continued commitment to the children of the North Middlesex Regional School District will have a lasting positive impact on the district.

At the committee's reorganizational meeting on May 4, 2015, Randee Rusch was appointed Chair and William Hacker was appointed Vice-Chair of the North Middlesex Regional School Committee. The district would like to extend thanks and appreciation to Susan Robbins and Jonna Clermont for their outstanding leadership as Chair and Vice Chair of the 2014-2015 school committee.

## **Report of the Superintendent of Schools**

### **Students**

The Superintendent of Schools presented the Superintendent's Award of Excellence to seniors Yannis Halkiadakis and Linda Zheng. This award is presented to the highest ranking male and female student and is presented at the Senior Awards Ceremony in May.

### **Volunteerism and Donations**

North Middlesex Regional School District is a community of volunteers. The school committee and administration are grateful to all the individuals and groups who have made contributions to programs throughout the district, and to those who have donated thousands of hours to help deliver educational services to the students of North Middlesex.

### **Personnel**

The North Middlesex Regional School District saw twenty-three of its staff retire over the last year: Sylvia Addante, Lucy Alexander, John Anderson, Dorothy Ayott, Karen Baer, Linda Charron, Susan Cudmore, Mary-Alice DeCesare, Susan Ellis, Nancy Gregg, Barbara Guerriero, Peter Holder, Donna Horvath, Diane Mastandrea, Lyssa Morin, Kevin Nelson, Allison Read, Linda Rakiey, Crissey Safford, Ralph Slavik, Carol Shonak, Kevin Tellier, and Wanda Wilson. These staff members will leave their positive mark on education in

Ashby, Pepperell, and Townsend through their dedication to the students of the North Middlesex Regional School District.

## **School District Budget**

### **Highlights of the Fiscal 2015 Budget:**

- The district's FY 2015 operating budget consisted of \$45 million in current year appropriations. There were no increases or decreases to the operating budget during the year. There were some minor adjustments in line item funds to account for changes in nursing due to district programs and increase of health needs at the schools. The district saw savings in the liability and worker's compensation insurance lines but experienced much higher than anticipated utility costs due to the severe winter.
- The Special Education costs were significantly higher than anticipated in FY2015. The circuit breaker fund is used to account for financial resources generated by state funding to offset the costs of special education. At the end of the current year, the fund had an accumulated fund balance of \$404,000, which is a decrease of \$446,000 from the prior year. This decrease was due to the increase in costs of funding Out of District placements for FY2015.

## **Capital Costs**

- The district upgraded some classrooms at the Hawthorne Brook Middle School resulting in renovated space for students. Additional security devices were installed in the building entrances for most schools. The district continues to maintain the high school infrastructure while the ongoing building project continues.
- The Squannacook Early Childhood Center experienced significant damage due to ice dams that formed during the severe winter storm conditions. The district is currently working with the insurance company to address the repairs needed at the building.
- The North Middlesex Regional High School capital building project is underway, and accumulated expenditures as of 6/30/15 were just over \$5,413,000. The district continues to work with the Owner's Project Manager, Heery International, architect Symmes Maini & McKee Associates and the General Contractor, CTA Construction. More information on the project can be found on the project website [www.nmhsproject.com](http://www.nmhsproject.com).

## **Debt Service:**

- The district continues to borrow short term for the Ashby Elementary School window and roof project, Spaulding Memorial School roof project, Hawthorne Brook Septic Project, and the North Middlesex Regional High School construction project.
- The district refunded the Nissitissit Middle School Construction Bond on 5/1/15 for \$2,565,000 to be paid back over ten years. The resulting savings for Pepperell taxpayers was approximately \$287,496 in interest and principal savings over the remaining ten years of the bond.

## **The General Fund expenditures for the school year were as follows:**

Personnel Services	\$25,614,825
Contractual Services	\$3,499,351
Supplies	\$1,291,948
Utilities	\$1,617,615
Insurance retirement	\$6,044,203
Out of District Placement and Transportation	\$6,010,139
Debt Service	\$946,545
<b>Total</b>	<b>\$45,024,625</b>

## **2015 Federal and State Grants**

140 Title-II A Improving Educator Quality	\$76,337
249 IDEA Special Education Allocation	\$834,306

262 SPED Early Education Allocation	\$35,903
274 SPED Program Improvement	\$30,454
298 EEC SPED Program Improvement	\$6,700
305 Title 1	\$271,946
625 Summer Academic Support	\$14,900
701 Kindergarten Enhancement	\$94,510
<b>Total (FY 15 grant awards)</b>	<b>\$1,365,056</b>

### **North Middlesex Regional High School Building Committee**

The district would like to extend its sincere thanks to the members of the NMRHS Building Committee for their commitment to the children of North Middlesex. The committee is comprised of members from each town, administration, teachers and town officials.

Robert Templeton, Chair, Townsend  
Gary Shepherd, Vice Chair, Townsend  
Susan Robbins, Alternate School Committee Representative (Townsend)  
Nancy Haines, Business Manager  
Isaac Taylor, Principal, NMRHS  
Oscar Hills, Director of Buildings & Grounds  
Jeremy Hamond, Director of Technology  
James Landry, Teacher, NMRHS  
Sue Lisio, Town Official, Townsend  
Stephen Themelis, Town Official, Pepperell  
Heide Messing, Member, Townsend  
David Amari, Member, Ashby  
Craig Hansen, Member, Pepperell  
Ronald Scaltreto, Member, Townsend

The historic groundbreaking ceremony for the new North Middlesex Regional High School was held on Thursday, June 4, 2015, at the site. Thank you to everyone who turned out for the groundbreaking ceremony for the new high school. The committee continues to appreciate the support from our communities.

### **Special Education**

In April of 2015, the district hired Brad Brooks as the new Director of Special Education. Mr. Brooks replaced longtime NMRSD Special Education Director, Linda Rakiey, who retired after 25 years in the district. The Special Education Department coordinates and provides services to students who require specialized instruction and support. These services may include:

- Specially Designed Instruction
- Guidance and Psychological Services
- Nursing Services
- Specialized Transportation
- Related Services (speech, OT, PT, interpreting, mobility, etc.)
- Homeless Education
- 504 Plans

The Special Education Department continues to provide a variety of high-quality inclusive programs for students with disabilities in the North Middlesex Regional School District.

## **Curriculum and Professional Development**

The North Middlesex Regional School District outlined six, strategic priorities as its focus over the last two years, they include:

- Guaranteed and Viable Curriculum
- Collaboration
- Instructional Leadership
- Creating a Data Culture
- Supporting a Sound Budget
- Engaging all Stakeholders

Through these priorities, professional development opportunities were, and continue to be, developed to help teachers and staff meet these goals.

### **Guaranteed and Viable Curriculum**

The first priority for the district is to develop Prek-12 curriculum maps, including standards-based units that encompass our desired outcomes for students, rigorous common assessments, and resources available across the district. Creating these maps allow the district to guarantee all students consistent outcomes for specific grade levels or courses. Although not all learning experiences will look the same across classrooms, students will leave with the same knowledge and skills to apply moving forward. Creating maps that are viable means that teachers and students have time to work deeply with new knowledge and skills with the appropriate amount of time.

### **Collaboration**

As you can see from our District calendar, there has been a focus to include additional early release professional development days over the course of the year. The purpose of these days is to bring staff together to collaborate and work together to reflect upon and enhance our teaching and learning experiences.

### **Instructional Leadership**

Our goal is to support the work of teacher leaders through time, training, and professional development to create a system of sustainability for teaching and learning needs. As the education profession has changed dramatically over the past 15 years, effective school districts have moved toward a distributive leadership structure which empowers teachers to be leaders alongside administration. These structures are powerful and necessary for school districts to successfully sustain effective teaching practices as well as new initiatives at the district, state and federal level.

### **Creating a Data Culture**

Although data has always been used to make instructional decisions, research has shown that teachers, schools, and districts continue to refine and improve their data analysis skills in an era of accountability. It is the goal to create a culture that holds “A universal commitment among all constituencies that the thoughtful collection and analysis of educational data, in support of improved student learning and school effectiveness, is not merely a best practice, but a fundamental responsibility.” This culture requires our district to look closely at the data we are currently collecting for both internal and external reasons and to make sure that data is used systematically and purposefully. With many requirements at the state and national level, we are committed to collecting data that helps drives our instructional decisions daily.

## **Guidance**

The North Middlesex Regional High School Guidance Department assisted 229 students graduating in June 2015. Students reached post-secondary goals in various forms; 84% went on to two or four-year colleges/universities, 7% joined the workforce, and 9% went to trade school, prep school or joined the armed forces. One hundred and seventy-one (171) students took 231 Advanced Placement exams in eleven (11)

subject areas. Sixty-five (65) percent (111 out of 171 exams) of the students received a grade of three (3) or better, which earns college credits from the colleges/universities they plan to attend.



**NORTH MIDDLESEX REGIONAL HIGH SCHOOL**

**Principal, Isaac Taylor**

North Middlesex Regional High School served students in grades nine through twelve and had 920 students enrolled for the 2014-2015 school year.

Over the past year, we have continued in our mission of supporting all students in their pursuit of academic excellence and good character. Student learning and growth is at the center of everything we do.

We are proud to support three honor societies: the National Honor Society (NHS), the Tri-Music Honor Society, and the National Art Honor Society.

North Middlesex Regional High School continued to make excellent progress in addressing the recommendations of the NEASC visiting committee. Our most important project has been mapping our curriculum in a common format, and much of our professional development time has been dedicated to this process. This process will ensure that all students will have access to a common curriculum and be graded against common assessment rubrics regardless of their teacher. This work has required teachers to spend many hours sharing expertise, and will have a huge impact on student academic growth. The NEASC committee met in October 2015 to review the progress report for last year and commended the high school for the progress we have made so far. Our two-year report will be reviewed in October of 2016.

The School Committee approved a major update to our *Program of Studies* this year. These updates have enabled NM students to make the most of the new rotating schedule. There are more electives, including a number of half-year courses, allowing increased flexibility for students in selecting courses that meet their academic needs and spark their interests. Additional opportunities are also available to students that enhance the rotating schedule; these include our internship and virtual high school.

North Middlesex Regional High School is an extremely busy and active place. Hardly a day goes by when the school is not teeming with students, staff, volunteers, and parents from well before dawn to well after dusk. NMRHS has a wide and varied range of service learning opportunities, clubs, and societies. I am continually amazed at how well our students balance their many interests and commitments. Many of our students are three sports athletes, or involved in multiple activities including paid work, and manage to maintain their attendance and grades.



**NISSITISSIT MIDDLE SCHOOL**

**Principal, Diane Gleason**

The Nissitissit Middle School opened its doors for the thirteenth year to 551 children. This beautiful facility, constructed on a 22-acre site, is designed to serve the middle school age population of Pepperell. Students in grades 5-8 have use of a state of the art facility with the capacity to serve nearly 800 students. The school has a 504 seat auditorium with a full stage that is equipped for professional productions, which the local community uses for many events as well. I consider myself fortunate to work in such a beautiful school building with such a dedicated staff.

The mission of the Nissitissit Middle School is to recognize the unique needs of the middle school student while providing a safe and respectful learning environment that inspires the students to follow and exhibit the core

values of G.R.E.A.T., reflecting Grit, Resilience, Effort, Attitude, and Try, Try Again. We believe in the growth mindset and that our brains will continue to grow as we continue to learn.

The middle school is designed to support the arts. NMS has a band rehearsal room, general music classroom, choral rehearsal room and two well-equipped art rooms. Students have the opportunity to take Spanish in grades 7 and 8. Our Wellness curriculum along with our gymnasium and fitness room demonstrates our strong commitment to health education. We recognize that 21<sup>st</sup> century skills involve using technology to increase productivity and learning. Teachers are wisely using donation accounts to enhance our current supply of chrome books and iPads. NMS currently has two computer labs, a library media center and two portable computer labs comprised of chrome books. Every classroom at Nissitissit is equipped with cable television, a 36 inch TV/monitor, and DVD and power point presentation capabilities. Interactive White Boards are also used throughout the school. Our Special Education programs have each been given two IPADS to use with students. As part of our science curriculum, we continue to develop our Robotics Program and due to the generosity of our Parent Teacher Support Group have purchased more kits. Each science classroom has six lab stations equipped with water, electricity and natural gas. The science lab experience for students has great potential.

The curriculum at Nissitissit reflects the standards written within the Massachusetts Curriculum Frameworks. We are committed to offering a challenging curriculum to our students. We continue to examine our student data and revise our instructional practices as needed. Our book room continues to grow and is being used by our students and teachers. Professional development will focus on creating data teams to utilize data to improve instruction, developing common assessments and monitoring student growth. Grades 5 and 6 Teachers continue to attend professional development on Writer’s Workshop. The positive impact of Reader’s and Writer’s Workshop introduced in grades 5 and 6 is now visible in grades 7 and 8.

There is also a wide range of extracurricular activities in which students can participate. These activities provide students additional opportunities to develop essential skills, which will provide long-term benefits as they grow and mature. Students can be involved in interscholastic sports, performances, intramurals and a variety of other clubs and activities throughout the year.

The staff at Nissitissit would like to thank the North Middlesex Regional School Committee and the entire Pepperell community for their continued support. We are grateful to our PTSG for their support and for providing funding for many items and programs which otherwise would not be possible. We thank all the parents who participate in our fundraising efforts. We recognize the exceptional work being done in this district, and we at Nissitissit will continue to provide the level of excellence our students deserve.



**VARNUM BROOK ELEMENTARY SCHOOL**

**Principal, Dr. Tara Hanley**

The mission of Varnum Brook Elementary School is to work together as a community and demonstrate ownership in our school and school pride. We maintain a safe and nurturing environment where children, parents, faculty, and the community work together to foster academic success and social growth. Children who become confident learners are prepared for the demands of the twenty-first century. Our commitment is to fulfill this mission and provide a quality education for all students.

The 2014-2015 school year brought changes to the instructional leadership team at Varnum Brook Elementary School. The retirements of Principal Dr. Pauline Cormier and Assistant Principal Mr. Eric Magnuson merit recognition for their combined numerous years of dedication and devotion to the North Middlesex Regional School District. As the new administrative team, our focus centers on the continuation of academic excellence and community involvement here at VBES. Working closely with the administration at Nissitissit Middle School and North Middlesex Regional High School, we strive to provide transitions that are seamless for students and their Pepperell families.

The 2014-2015 school year commenced at Varnum Brook Elementary School (VBES) with an enrollment of approximately 580 students. The school received a Level 1 Accountability Rating from the Massachusetts Department of Elementary and Secondary Education for their spring 2014 MCAS assessment. Curriculum focused on delivering instruction that instills a love of learning and the quest for knowledge. Using Reader's Workshop supports this by providing extensive literacy choices for all students, and the opportunity to discuss what they have read with peers and school staff. The continued use of the envision Math Program encourages problem-solving and thinking critically. Curriculum committees for all subject areas are comprised of teachers from all grade levels and the three district towns, which provide a consistent message and experience for our students.

Teachers, parents, and a community member join the principal in the formation of the Varnum Brook Elementary School Council. The School Council works with the administration to develop the School Improvement Plan. Our goals include the following:

- Provide innovative, rigorous, and relevant academic programs that challenge, inspire, and prepare our students for successful citizenship in the 21st century world of work and service
- Set and communicate high expectations for all students to develop the potential of every student in grade K-4 at Varnum Brook Elementary School
- Provide a safe and productive learning environment
- Develop communication strategies that initiate and sustain productive partnerships within the schools and with parents, community members, public and private agencies, other educational institutions and/or businesses to fulfill the mission of the school district

Our PTO plays an extensive role in providing additional supports for students and staff. Their contributions of money for field trips, supplies, teacher recognition, programs, and volunteerism play an important part in the school community. There are Movie Nights, Popsicles at the Playground to welcome incoming kindergarten students, Breakfast with Santa, Teacher Appreciation Functions, Family Dances, Last Blast for 4<sup>th</sup> Graders, Spirit Wear, and many other happenings organized by our PTO.

Varnum Brook Elementary School is a special place because of many contributing factors. Parents, teachers, support personnel, students, and community members all work together to create a school that is welcoming and supportive of our mission.

## SQUANNACOOK EARLY CHILDHOOD CENTER

**Principal, Anne Cromwell-Gapp**

Our district preschool serves all three towns: Ashby, Townsend and Pepperell and is located at the Squannacook Early Childhood Center in Townsend, MA. The school offers an array of different programming opportunities to meet the individual needs of children ages 3-5. Each and every one of the programs is designed to promote a child's emotional, social, physical, and cognitive development.

The preschool program is an integrated model that follows the Massachusetts Curriculum Standards, which emphasizes a range of developmentally appropriate open-ended, hands-on activities. These activities offer each child the opportunity to gain competence in skill areas, and to develop their self-esteem. All children participate in choice time, circle time, structured learning activities, snack time, outside play, music, story time and social skill development daily. The child's daily program often includes expressive activities such as art, music, and dramatic play. Children also have numerous opportunities to work on independent decision making, group cooperation, conflict resolution, social skill development, as well as classroom responsibility. Children are instructed in activities that develop fine motor, gross motor and communication skills. Each child is unique and grows at a different rate. Children are treated with respect and are encouraged to learn about their world through exploration and discovery. We provide a safe and accepting environment where preschoolers have fun while being encouraged to learn cooperation/socialization skills necessary for beginning their school career.





While traditional solutions for this problem typically employ ‘green sand’ filters being installed at the production wells, the town staff did look into a biological alternative that suggested potential savings in construction costs as well as long-term energy consumption. Further research by the staff indicated that this alternative was not necessarily more cost effective to construct and it would not likely be an appropriate solution for Pepperell at this site due to the varying rates of production at this facility and the impact this would have on the biological process. It is anticipated that the town will issue an RFP to retain the services of a consultant to more precisely evaluate and quantify all the feasible alternatives, and ultimately to prepare cost estimates, plans and specifications for the recommended solution.

## **SEWER & WASTEWATER DIVISION**

A pre-draft version of the NPDES discharge permit was issued for the Waste Water Treatment Facility (WWTF) by the EPA in November of 2014. This pre-draft permit placed significant reductions on the copper limits which would require a significant investment and upgrade of the treatment processes at the plant. Through a combination of relevant research and the application of appropriate science, the towns’ staff and consultants were successful in convincing the EPA that these limits were not appropriate and got the EPA to revise the copper limits down to a manageable level. A draft permit was issued in early 2015 with the final permit scheduled for June 2015. As expected, the draft permit placed constraints on phosphorous that could result in investment and upgrades at the treatment facility (albeit far less than the copper scenario), and possibly a significant change in operations as regards the current practice of composting the sludge. The staff prepared a draft implementation schedule to meet the proposed limits, and this was submitted to the EPA in the spring. We now expect the final permit to be issued in the spring of 2016. In order to be proactive, the Sewer Division issued an RFP to bring a consultant onboard to evaluate the operations and physical infrastructure at the WWTF. This is to be done with an eye towards meeting the most likely scenario of pending regulatory constraints and discharge limits to be contained in the new permit, as well as increasing operational efficiencies through judicious upgrades of the aging plant infrastructure. Wright Pierce was selected to perform this evaluation and began work in August. The final report and recommendations should dovetail with issuance of the final NPDES permit and form the basis for what is expected to be the first significant upgrade to the treatment facility in more than 20 years.

Any plant upgrades will be undertaken part of the Sewer capital plans that will also address deferred maintenance at the remote pump stations, as well as issues that are discovered through the federally mandated CMOM program (Capacity, Management, Operations and Maintenance). Along these lines, the recommended Sheffield Street pump station upgrades were put out to bid in the summer of 2015 and the contract was awarded to Weston and Sampson. Construction began in the fall, but with the long lead time required for the pump replacement, the project is not expected to be complete until late summer of 2016.

The Sewer Division also received Town Meeting authorization to replace the old (1967) sewer jetter truck which was well past its prime. The new unit (Vac-Con) will have vacuum capabilities in addition to the jetter function. This will provide for a more efficient cleaning process by allowing for the removal of the blockage with the vacuum function rather than simply breaking it up and pushing it further downstream as was typically the case with the jetter. This new unit will also allow for in-house capability for timely emergency responses to blockages, as well as provide a necessary tool for cleaning the sewer mains prior to recording the conditions as required by CMOM.

### **Highway Division:**

Through the use of specialized road construction and paving contractors (Sunshine Paving Corp), the division was able to accomplish substantial road repairs, using portions of the \$623,773 allocated in FY15 Chapter 90 funds from the State. Sections of Shirley Street, Mt. Lebanon Street, Nashua Road, Mill Street, Heald Street, Wheeler Road and Lawrence Street were paved, with Shirley Street and Nashua Road also undergoing a mill/profile process. Mt. Lebanon also benefited from a much needed reconstruction (lowering) of a notorious crest curve being performed in-house by the Highway crews. Prior to the paving, Highway crews replaced almost a dozen small drainage culverts throughout town, with four of them (Heald, Wheeler, Mt. Lebanon and Lawrence) requiring permits from the Conservation Commission and Mass Dept. of Environmental Protection (MADEP). The largest drainage projects (Herget Drive) was led by the Highway Division staff and involved coordination with an outside contractor to replace hundreds of feet of old cross-country drain lines and installation of new drainage structures on Shawnee Road. This

project also required the negotiation of a drainage easement from new property owners, as neither the old nor the rebuilt drain line would lie within the existing drainage easement.

The Rail Road Square upgrades were deferred again in 2015, with the Road Commissioners (Board of Selectmen) referring the matter to the North Middlesex Council of Governments (NMCOG) for their review and comment. The plan proposed in response by NMCOG was remarkably similar to that as set forth by the town staff, and it is hoped that a final design acceptable to all parties can be accomplished so that this upgrade can be constructed in 2016.

The winter of 2015 was one for the record books as the town staff and residents were pushed to the limit for snow removal. Successive significant snowstorms were compounded by a prolonged cold snap that did not allow for snow melt for weeks on end. Roads were narrowed as the plows ran out of room to store the snow along the roadside bankings, and our crews struggled to keep intersections and sidewalks clear. The town implemented an emergency effort dubbed 'Operation Safety Net' where water and fire staff prioritized hydrant locations throughout the town so that Water, Fire and Highway crews could open up access to the most critical hydrants. The Highway crews did an amazing job overall in keeping the public ways open and passable.

It was determined by the Environmental Protection Agency (EPA) in 2015 that Pepperell will definitely lose its waiver for compliance with the National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) permit program. This is a nationwide Stormwater program that is administered by the EPA in Massachusetts. Compliance with the new permit will entail a significant effort and cost to the town including detailed mapping of the drainage system and its condition, 'wet weather' testing, detection and elimination of illicit discharges, public education and outreach, implementation of Best Management Practices (BMP's), and reporting annually to EPA on the ongoing status of this program. The final permit is expected to be issued in January of 2016 and become effective 6 months later. The town will then have 90 days to file a Notice of Intent outlining how it will achieve compliance with the permit requirements. Due to the fact that Pepperell has operated under a waiver from this program since its inception, it is estimated that the town will have approximately 4 years to come into full compliance with the permit. Several of the FY17 DPW budget requests submitted in December included components to address this issue, and these included funding for additional Highway staff, consultants to assist with initial permitting, and ongoing membership with a regional stormwater collaborative organized through NMCOG.

**Parks and Cemetery:** The Town's parks, cemeteries, and common areas once again were kept in excellent condition in 2015. Athletic fields and facilities were, as always, well maintained and clean, and the cemeteries looked great, especially on Memorial Day when they are most visited. Parks and Cemetery also continued to work with the local athletic groups who contributed to some of the materials needs of the Division, such as seed and fertilizer, and this was greatly appreciated by the DPW. Without the generous donations from these groups, the condition of the facilities would degrade significantly.

**Transfer Station:** The Transfer Station is an Enterprise Fund operation, which means it is funded by self-generated revenues and not augmented by tax-based funds. The revenue stream is impacted by a fluctuating market for recycled materials and increasing costs for fuel and other ancillary items such as insurance and retirement – which enterprise funds must fund in their entirety. The solid waste disposal contract that was renegotiated in 2013 continues to provide a significant measure of financial stability. Use of retained earnings was not required to balance the budget in 2015.

The former landfill adjacent to the transfer station is slated to host a solar photo-voltaic (solar PV) project that was to begin construction in 2015, and the town staff attended a pre-permitting meeting with MADEP and the firm proposing the project on the old landfill (NexAmp). Unfortunately, continual flux in solar energy arena in general and state regulations regarding the limits of this solar program in particular resulted in additional delays to the permitting and constructions of this project. It is also assumed that as time passes, the final Power Purchase Agreement (PPA) with the proponent will contain a yet-again reduced benefit proposed for the town, although it must be pointed out that the town has not invested any local funding in this endeavor to date.

In 2014, the Massachusetts Department of Environmental Protection ruled that all transfer station facilities must undergo an annual independent 3<sup>rd</sup> party inspection starting in 2015 and this was performed as required. The facility was found to be operated in an exemplary fashion, with only 2 minor issues (incomplete signage) being noted on the report. This is a mandatory process and will be an ongoing additional cost in future budgets.

Once again I would like to extend our sincere thanks to Donelan's Market and Pepperell Family Pharmacy for continuing to work with the town and the Transfer Station with selling the bag tags for trash disposal for the convenience of our customers.

**Town Engineer:** The Pepperell Director of Public Works also serves as the Town Engineer, which results in savings to the Town on many issues. While budgets have been constrained, there has been no shortage on the amount of issues requiring the town engineers' time and assistance.

A significant amount of time was spent on preparing the submissions for Federal Emergency Management Agency (FEMA) reimbursement for what was labeled storm "JUNO". This program reimbursed cities and towns various costs associated with a winter storm that occurred on Jan 26-28, 2015. As a result of stringent pre-submission screening and fact-checking performed by the State and Federal agencies, it was an extremely time consuming effort requiring extensive research and compilation of records pertaining to manpower, reimbursement rates, equipment deployment, material consumption, and 3<sup>rd</sup> party contractors. When all was said and done, the town of Pepperell had applied for just under \$100k in reimbursements. It is hoped the town will realize this money before the end of FY16.

I also worked with the Town Administrator on several significant initiatives and projects. Included among them was the Photovoltaic (PV) solar project at the closed landfill on Boynton Street, the repairs to the roofing and replacement of the A/C units atop the vault at town hall, an energy audit in conjunction with the towns Green Communities application, and the Army Community Partnership / Covenant program. This last item is of particular significance as it is one of approximately 3 such trial projects in the country. These programs are intended to forge regional, mutually beneficial alliances between existing Army bases and the surrounding communities. They can cover many different interests including Public Safety, Energy, Planning and Conservation, etc... In the context of the DPW involvement, the initial goals were to assemble equipment and contact listings for each partner, and to provide local, cost effective training for their staff, and we were well along the way to establishing this by the end of 2015.

As Town Engineer, I reviewed a number of Planning Board submissions in 2015. These included the proposed reuse of the former mill site at Main & Mill. This site has numerous environmental challenges to overcome and is slated to become the new corporate headquarters for 1A Auto, a local firm. After the final plans were approved for Reedy Meadows – a 27 lot subdivision with 17 homes in Pepperell and 10 in Groton, all served by Pepperell water and sewer – 5 building permits were issued after the roadway and utilities were installed over the summer. Cluster (open space) developments were proposed on River Road and Hollis Street, and the Bemis Estates subdivision was resurrected. This 21-lot subdivision had been dormant for well over 10 years since becoming entangled in legal issues surrounding the original submission. The developer started the final approval process in late 2015 but will need to resubmit revised plans and drainage calculations before any approvals can be granted. There was also a plan for redevelopment at 120 Main Street, but this site also has limitations that significantly hinder the currently requested development density.

I continue to participate on the *Signs and Safety Committee* along with the Police Chief and Highway Superintendent to discuss roadway safety issues and requests for signage made by the residents. The Board of Selectmen have subsequently expanded this Committee to include the Town Planning Administrator and a citizen at large. With regards to road work, it is important to note that the Town of Pepperell relies solely on Chapter 90 funding from the state to fund our annual road program. As with most cities and towns, there exists a significant funding gap between the amount of funding required to maintain the roads in good or better condition and the amount of funding provided. Assuming that funding can be identified, I hope to implement a pavement management system to catalogue the road network, assess its condition and predict repairs based on the condition and available funding.

As DPW Director, I worked closely with the DPW Board to coordinate their twice monthly meetings and to review the DPW bill schedules on a weekly basis for the Board to approve. Review and approval of the bi-weekly DPW payroll is another duty for this office. As usual, I will plan on attending meetings with the Selectmen, the Finance Committee, and the public (including the Annual Spring and Fall Town Meetings) on budgets and other issues.

Respectfully Submitted

Kenneth Kalinowski, PE, Town Engineer / Director of Public Works

## **WATER DIVISION**

**Mission Statement:** The mission of the Pepperell Water Department is to provide safe drinking water to the Town's residents that meets or exceeds the water quality limits set by the U.S. Environmental Protection Agency in the most efficient and cost effective manner possible.

**Department Organization:** The water department has a staff of seven individuals consisting of a Superintendent, Administrative Assistant, one Chief Operator, one Foreman, two Operators, and one Laborer.

**Department Functions:** The water department's primary function is to provide a safe a reliable source of potable water to the town's resident and businesses in addition to insuring the requisite volume of water at required pressures for firefighting purposes. Additionally, the Water department is responsible for operating and maintaining three well sites which include five wells, treatment facilities at each site, three storage tanks, seventy five miles of water mains, and over six hundred fire hydrants.

The Pepperell Water Division pumped and treated approximately 242 millions gallons of water in 2015 and over that period the Division has met all regulatory requirements for the drinking water system. The water system in Pepperell is classified as a Treatment Grade 1 (1T) and Distribution Grade 2 (2D) and water operators are required to possess the appropriate licenses in order to operate the system. The department serves a population of approximately 9,000 via 3,300 service connections.

**2015 Highlights:** The Water department, in a joint effort with the Wastewater department, began the process of a town wide water meter replacement program. The program will update many aging meters, provide greater access to water usage trends, allow a more user friendly meter to the residents and allow the town to move forward with a quarterly billing schedule. The meters are expected to be installed during 2016.

A new uni-directional flushing plan was put into place in 2015. The plan will result in a more efficient and effective flushing program. Along the same line, the division also investigated an alternative water line cleaning method which provides a more aggressive cleaning technique that is expected to remove a greater amount of sediment in the line. We expect to trial the technology early in 2016.

The department has continued with an aggressive and proactive preventative maintenance program in an effort identify and correct issues before they develop into larger problems. This approach will, in time, improve system efficiency, provide the staff with a greater knowledge and understanding of the treatment and distribution systems and reduce the operating and maintenance costs.

The water staff repaired five water main breaks in 2015 in addition to repairing several water main leaks which eliminated a significant amount of water loss. Several hydrants were also replaced during 2015.

**A look ahead to 2016:** Looking to 2016 we will continue to improve on our preventative maintenance practices which will help us to operate the system in the most efficient means practicable. We expect to trial various treatment technologies at select well sites to remove manganese and iron to improve water quality; Investigate operational and maintenance alternatives at the storage tanks including entering into a long term maintenance program which would improve on water quality and improve on preventative maintenance issues that could extend the useful life of the tanks; We will initiate the unidirectional hydrant flushing program that was developed in 2015 which will result in a more efficient and systematic flushing of the distribution system. In addition to the unidirectional flushing program, we will also trial a new water main cleaning technology in the spring of 2016, which is expected to aggressively clean the main, which in turn will further improve water quality.

Finally, I want to thank all those work in the Water Department for the dedication they exhibit and the pride they take in doing their job on a daily basis. They are the ones that truly make the system run as well as it does.

Respectfully submitted,

Joseph A. Jordan  
Water & Sewer Superintendent  
Pepperell Department of Public Works

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## SEWER AND WASTEWATER DIVISION

**Mission Statement:** The mission of the Pepperell Wastewater Department is to convey and treat domestic and commercial wastewater to a level that meets or exceeds water quality limits for the Nashua River as set by the U.S. Environmental Protection Agency in the most efficient and cost effective manner possible.

**Department Organization:** The wastewater department has a staff of eight individuals consisting of a Superintendent, Administrative Assistant, one Chief Operator, four Operators, and one Heavy Equipment operator/Laborer.

**Department Functions:** The wastewater department's primary function is to treat the town's wastewater to a level that meets or exceeds the stringent standards set by MADEP and USEPA. The department is also responsible for the operation and maintenance of 35 miles of sewer lines that make up the collection system. The department accepts flow not only from Pepperell residents and businesses, but also serves the needs of the neighboring community of Groton.

**2015 Highlights:** The department, working with a consulting engineering firm, began a plant wide evaluation to identify improvements and upgrades to the treatment process that will be needed to comply with more stringent discharge limits expected in our new discharge permit. It is expected that the final evaluation report will be issued in March of 2016.

On the collection system side, a new vacuum truck was purchased that will be a valuable tool in cleaning and inspecting the 35 miles of sewer pipe in town. The truck will also allow the town to respond immediately when backups occur in the system. At the plant, the truck will allow us to clean various tanks, thereby eliminating the need to hire private contractors.

The full rehabilitation of the Sheffield Street pump station began in the later part of 2015. The project includes replacing all pumps, instrumentation equipment, and replacement of the emergency generator. A new water line will be installed as part of the upgrade to allow staff to better clean the station and provide a wash station for staff when working at the site. The project was designed by Tighe & Bond and is being built by Weston & Sampson. The project will be completed in April of 2016.

During 2015, the staff achieved a 99.8% compliance rate with its current NPDES discharge permit, experiencing only one violation for the year. The permit contains several treatment standards that must be achieved prior to discharge to the Nashua River. The staff, in addition to other contract laboratories, is required to perform a multitude of sampling and testing procedures to insure that all the requirements of the permits are met. In addition to complying with treatment standards at the plant, the staff also operates and maintains 36 miles of sewer lines, 7 pump stations and over 800 manholes throughout the town to insure the entire system is operating in a manner consistent with EPA and MassDEP guidelines and requirements.

In addition to the daily tasks required at the plant and in the collection system, the staff completed an annual maintenance on three of the six aeration tanks which included draining, cleaning and repairing of any deficiencies observed, completed several hundred dig safe requests, and provided services to the Town of Groton in maintaining and repairing their collection system.

**A look ahead to 2016:** Looking to 2016 we will continue to operate the facility in the most efficient means practicable. The rehabilitation of the Sheffield Street pump station will be completed; We will complete the evaluation of treatment alternatives, as well as, begin designing the treatment plant upgrades that will be needed to meet the increasingly stringent discharge limits imposed on us by the various environmental laws and regulations. We will continue to be proactive in our maintenance practices to identify and correct deficiencies and/or issues before they develop into more costly repairs. We will be re-negotiating the Inter Municipal Agreement (IMA) with the Town of Groton as the current IMA is nearing its 2017 expiration date. We expect to sign at least two agreements that will provide us with sludge disposal options as a way to improve on NPDES compliance and to increase the efficiency of plant staff. As a result, the sale of compost at the plant is expected to cease sometime in the late spring. Lastly, we will be working on developing a 5 year capital plan to identify those areas that will need upgrading and to further assist us in evaluating treatment cost in order to minimize the impact on user rates.

Finally, I want to thank all those work in the Wastewater Division for the dedication they exhibit and the pride they take in doing their job on a daily basis. They are the ones that truly make the system run as well as it does.

Respectfully submitted,

Joseph A. Jordan  
Water & Sewer Superintendent  
Pepperell Department of Public Works

## **HIGHWAY SUPERINTENDENT, TRANSFER STATION SUPERINTENDENT, TREE WARDEN, AND MOTH SUPERINTENDENT**

The following is a report from my daily diary of the Highway Department, Transfer Station, Tree Warden, Moth Superintendent and the Town Forest Warden.

This year we were granted another \$62,377.00 for a program called WRRP/Winter Rapid Repair Program. With these funds we were able to do more guard rail replacements on Elm Street, repairs to the corner of Hollis St. at Nashua Rd. – Route 111 and another section of Hollis St. just after Elliott St. We also took down a very large tree that was much too close to the street.

We also were able to do repairs to three sections of roadway with spot section paving on Lowell Rd., Main and Elm St.

We canvassed the whole town and took down dying or dead trees to prepare for winter.

With winter ahead of us we are preparing all snow fighting equipment.

On January 3<sup>rd</sup> we had 3" of ice snow mix. We have sand and salt fully stocked in both sheds.

January 9<sup>th</sup> 2.5 " snow, plowed the complete town. January 12<sup>th</sup> .5 ", January 19<sup>th</sup> 30 degrees, with ice putting all sanders on the streets. January 24<sup>th</sup> 4" snow.

January 27<sup>th</sup> we had 30" of snow this was a very big storm and started the winter season off that resulted in the worst snow event season this department has ever seen. Light snow again on January 30<sup>th</sup>.

February 2<sup>nd</sup>, 13" snow putting all plows back on the roads. February 5<sup>th</sup> another 4", February 8<sup>th</sup>, 4 more inches of snow. February 9<sup>th</sup> 6" and another 6" February 10<sup>th</sup>. With this much snow we are out pushing back intersections and removing snow all around town.

February 15<sup>th</sup> we had another 13" of snow, February 19<sup>th</sup> 3" snow and February 22<sup>nd</sup> 4" snow. Again we are hauling snow from the intersections for safe travel of the motoring public.

We are working on sidewalk plowing trying to keep the sidewalks open for foot traffic.

On February 27<sup>th</sup> we had a very long time employee retire here at the Highway Department. Lee Hills put 40 plus years of dedicated services for the Town of Pepperell. Also Dennis Jones retired after 19 years of service. We wish Lee and Dennis the best in the future for them and thank them both for many years of professional service and commitment to the Pepperell Highway Department. Thank you both!

With winter not letting go we had 1.5" snow on March 1<sup>st</sup>, 1.5" on March 4<sup>th</sup>. With a break in snow events we have been out patching and uncovering basins for expected rain.

Some tree work for the high winds, more patching with temps into 40 degrees. Frost in New England is not very good to the streets.

March 21<sup>st</sup> 3" snow.

More wind with trees down; we deployed the tree truck and chipper to clean up trees down around town with a loader.

We have two new employees at the Highway to replace two men that retired. We welcomed Jim Whitcomb and Lee Blood to the department. These two men came ready to go to work with everything we need to run the department. Welcome aboard Jim and Lee.

With April 1<sup>st</sup> here we have started sweeping sidewalks and streets. We will be sweeping the full month of April and continue until we have everything cleaned up from a very rough winter.

Catch basins that failed during the winter are getting repairs this month as well.



We are prepping streets for paving, replacing culverts. Trees to come down and other miscellaneous repairs, paving of streets will be mid to late summer but before fall. A new drainage system installed on Shirley Street on the W. Groton side with new basins and all new pipes.

Mt. Lebanon Street between River Rd and Shirley was reconstructed about half way down to the hill in the street. We lowered the bump in the street to make for better sight for the motoring public.

When needed the Highway Department crew with help from the Cemetery Department set up voting booths this is done for each election.

We picked up trash all around town from the Clean-Up-Pepperell. This is a project that helps keep our town clean.

Sign work is in progress as we canvas the town to do any repairs to damaged signs from the winter.

We hauled trash to North Andover from the Transfer Station at least one load a week. We hauled 935.03 tons this past year.

We sent three men to Bucket Truck Training this year for a safety course. This class was held at the Chelmsford Police Station.

We fixed up the new parking lot at the Jersey Street fields after trees were removed to increase the size of the parking lot. All crosswalks were repainted in June. Re-grading the dirt roads is under way, we grade our dirt roads as needed.

Installed new culverts on Heald Street for new paving project upcoming.

On June 15<sup>th</sup> we put up Bunker Hill flags in town.

Mill Street had a complete new drainage system installed in locations that never had any. This fixed this section of roadway then a new hot top road followed. This was done between Hollis Street and Nashua Road.

A new cross culvert was installed on Mt. Lebanon Street before paving.

We swept Main Street again for the 4<sup>th</sup> of July Parade to keep things cleaned up.

A new drainage system was installed on Heald St. and Herget Drive. These two systems were in very bad shape and will be no problem to the town of many years to come. This was funded under Chapter 90 along with the paving this year.

This year we paved the following streets:

Lawrence Street, Mill Street, Shirley Street, two sections. Mt. Lebanon Street, Wheeler Road, Nashua, Heald Street.

We were able to replace two trucks this year with two good used trucks this project went very well.

From time to time we assist all departments as needed with repairs.

The mechanic is busy all year long not only with Highway equipment repairs but also maintain a fleet of fire and ambulance equipment.

A very large culvert on Wheeler Road, 60 feet by 44 " was installed along with five other culverts on this street prior to a new hot top surface.

Roadside mowing is underway, we try to cover the whole town as best we can.

This year we had a new paving contractor Sunshine Paving. They did a good job for us paving our streets. After paving in September and October we were backing up pavement on shoulders. This takes some time to finish up and helps hold the streets together.

Painting of street lines was done October 6<sup>th</sup> and 7<sup>th</sup>. Just before we prep for another winter.

We ordered road salt early this year to save some money so we filled our sheds in October.

We are back at tree work, prepping equipment for winter, checking plows after a very busy construction season. We recycled our wrap pile of asphalt. This is product we use to do all of our construction all year long.

We also assisted the Sewer Department this year with the access road to the plant with preparation and a new paved surface.

After a very hard winter and a full construction season I would like to thank this department for a job well done. Your hard work both summer and winter are so much appreciated. All I can say is "GREAT JOB."

## Be Safe!

Peter J. Shattuck, Sr.  
Highway Superintendent  
Transfer Station  
Tree Warden/Moth Superintendent  
Forest Warden Superintendent

During the year 2015 we continued to operate the Cemeteries on a twelve month basis. There were a total of 36 burials at Woodlawn and Walton Cemeteries. The total revenue from these burials was \$13,400. Of the 36 burials 26 were cremations and 10 were full burials.

The Parks Department continues to maintain 50-plus acres of parks and recreational land. The Parks Department thanks organizations that contributed to the seed and fertilizer monies.

Respectfully Submitted for the Board of Public Works,

Terence K. Spaulding  
Cemeteries & Parks Department Manager

## BOARD OF HEALTH

On behalf of the Pepperell Board of Health (PBOH) we are excited to report yet another successful year of partnership with Nashoba Associated Boards of Health! Our journey began in July 2009 and they continue to offer a professional staff consisting of Registered Sanitarians, Registered Nurses and Dental Hygienists! We are also supported by our Board Secretary, Sandra Gargan and our Animal Inspector, Robin Hebert, who provide us with quality support.

We welcomed a new Board member, Marjorie LaFleur (member) who has brought new insight and two returning members, Virginia Malouin (Chair) and Phillip Durno (member) who continue to uphold public health for the town residents. We thank John Marriner, outgoing member for his outstanding service.

Two-thousand fifteen brought on some new changes. The Landfill (off Boynton St) will now be monitored by a new vendor and we look forward to this new partnership. We have updated our website to allow for more expanded information to residents, including new tabs for Substance Abuse and Mental Health. We are also in receipt of a mini-grant (process began in 2015) to develop a healthy living policy as an addendum to the Open Space and Recreation Plan. This policy will incorporate healthy choices which will allow for the promotion of public health into the built environment. This policy is geared towards the sixty-five (65) and older population, which is anticipated to almost double by 2030. This policy, termed “Healthy Chapter (HC)” can direct future actions, programs and practices relative to public infrastructure, open spaces, public facilities, approval of development proposals and future community design and improvements (Stay tuned throughout 2016 for more information on this.)

The Health Agent has also worked with local resources, non-profits such as NM Cares, LUK Program and the newly formed COIN Network through the Police Department to support the growing outreach for Opiate Addiction. We will continue to partner with local resources to assist whether it's education, outreach or as a liaison for residents seeking help. Our Health Agent has developed a brochure with resources available and the office will also house additional information for residents, families and anyone who suffering in silence.

The following information (below) was respectfully submitted by Mr. James Garreffi, Director of Nashoba:

**Nashoba Associated Boards of Health** continues to serve the local Board of Health in meeting the challenges of environmental and public health needs in **Pepperell**. In addition to the day to day public health work conducted for Pepperell we also provide the following services.

Nashoba's web site to provide information for the public: (See [www.nashoba.org](http://www.nashoba.org))

Through our involvement in the Bioterrorism Regional Coalition we are keeping the Pepperell Board of Health up-to-date on matters of emergency preparedness planning

Nashoba provided a school-located seasonal flu clinic at Nissitissit Middle School.

Response to health related impacts of beavers through coordination with the local Board of Health in the issuance of the necessary permits.

We look forward to continuing our work with **Pepperell's Board of Health**. Included in highlights of 2015 are the following:

Through membership in the Association, **Pepperell** benefited from the services of Nashoba staff including: **Registered Sanitarians, Certified Health Officers, Registered Nurses, Registered Physical & Occupational Therapists, Licensed Social Workers, Nutritionists, Certified Home Health Aides, and Registered Dental Hygienists.**

Reviewed **84** Title 5 state mandated private Septic System Inspections for **Pepperell** Board of Health. Received, reviewed, and filed these state mandated Title 5 inspections. Corresponded with inspectors regarding deficiencies; referred deficient inspections to Pepperell Board of Health for enforcement action.

By the **Pepperell** Board of Health's continued participation in the **Association** you can shape your future local public health programs and share in the benefits of quality service at a reasonable cost!

## Environmental Health Department

### **Environmental Information Responses**

#### **Pepperell Office (days) 136**

The Nashoba sanitarian is available for the public three times a week at the Pepperell Board of Health Office.

*(Pepperell residents can also reach their Sanitarian by calling the Nashoba office in Ayer, Monday – Friday 8:00AM –4:30PM)*

#### **Food Service Licenses & Inspections 47**

Nashoba annually mails out and receives applications from both restaurants and retail food businesses. Licenses are renewed for existing facilities. Plans are submitted and reviewed prior to initial licensing. All licensees are inspected at a minimum twice a year. Where deficiencies are found, a re-inspection is scheduled to insure compliance. When a complaint from the public is received an inspection is also conducted. During this inspection health factors of food handlers is also investigated, and where appropriate medical consultation and laboratory testing may be required.

#### **Tattoo/Tanning/Camp Inspections 13**

Tattoo parlors and tanning salons are inspected annually. Camps are inspected at least annually at opening for compliance with State Sanitary Code, Chapter IV, 105CMR430.00.

#### **Housing & Nuisance Investigations 78**

Nashoba, as agent for the Pepperell Board of Health, inspects dwellings for conformance with State Sanitary Code, 105 CMR 410.00, issues orders for correction, and re-inspect for compliance. Similarly, complaints from residents concerning unsanitary conditions or pollution events are investigated.

#### **Septic System Test Applications 26**

Applications from residents proposing to build or upgrade a septic system are accepted, a file created, and testing dates are coordinated with the applicants engineer.

#### **Septic System Lot Tests 70**

Nashoba sanitarian witnesses soil evaluations, deep hole tests, and, usually on a separate date, percolation tests conducted by the applicant's engineer which serve as the basis of the design of the septic system.

#### **Septic System Plan Applications 18**

Detailed plans created by engineers hired by residents proposing to build or upgrade a septic system are received, filed, and routed to the Nashoba sanitarian for review.

#### **Septic System Plan Reviews 30**

Engineered plans are reviewed according to state code, Title 5, and local Board of Health regulations and review forms are created and sent to engineer for revision. Subsequent re-submittals by the engineer are also reviewed.

#### **Septic System Permit Applications (new lots) 8**

#### **Septic System Permit Applications (upgrades) 9**

Applicants' approved plan submittals and Board of Health requirements are incorporated into a permit to construct the septic system.

#### **Septic System Inspections 26**

Nashoba Sanitarian is called to construction sites at various phases of construction to witness & verify that system is built according to plans.

#### **Septic System Consultations 78**

During all phases of application, design, and construction the Nashoba Sanitarian is called upon for legal details and interpretation.

**Well Permits 7**

**Water Quality/Well Consultations 78**

Private wells are regulated solely by local Board of Health regulations. The Nashoba Sanitarian assist the BOH by reviewing well plans, securing well water samples, and interpreting water quality test results.

**Rabies Clinics - Animals Immunized 81**

Nashoba arranges for local clinics with cooperating veterinarians, arranging for dates and location, placing ads in local newspapers, and sending home flyers through local schools. In addition, since the recent raccoon rabies epizootic Nashoba has arranged for delivery of over 500 animal specimens to the State lab in Boston for analysis and has counseled possible exposure victims to seek medical assistance.

**Nashoba Nursing Service & Hospice, Home Health**

**Nursing Visits 1512**

Nashoba's Certified Home Health Registered Nurses visits provide skilled services to patients in their home under physician's orders. These services include assessment of physical, psychological, and nutritional needs. Skills include teaching/supervision of medications, wound care, ostomy care, IV therapy on a 24 hour basis, catheter care, case management and referral to other services as needed.

**Home Health Aide Visits 514**

Nashoba's Certified Home Care Aides provide assistance with daily activities of daily living including bathing dressing, exercises and meal preparation.

**Rehabilitative Therapy Visit 796**

Nashoba Therapists provide skilled physical, occupational, speech, and dietary therapeutic interventions through assessment, treatment and education. Their integration of client, caregiver, and medical outcomes aims at attaining maximum functional independence.

**Medical Social Service Visits 78**

Nashoba Social Workers provide short-term assistance to patients at home for counseling and referral to community resources.

**Hospice Volunteer and Spiritual Care Visits 79**

Nashoba's Volunteers and Clergy provide patients with emotional and spiritual support, companionship and guidance.

**Community Health Nursing**

Nashoba's Community Health Nursing program provides an essential public health service to its member communities guided by the American Nurses Association (ANA) 16 Standards of Public Nursing Practice.

Our staff serves as a resource to the community, addressing questions and concerns from the public on a variety of health and safety issues (immunizations, head lice, chronic disease management, safe drug/sharps disposal etc.) in a variety of ways.

We conduct regular well-being clinics for health assessment, screenings and education to all, especially the underserved and at-risk populations. We report and investigate communicable diseases to formulate and implement control guidelines and strategies that protect the health of individual and the community at large (mandated by the Massachusetts Department of Public Health). We make well-being visits to assess needs, coordinate appropriate care and services and provide case management as needed (health promotion). We provide public health education. We address psych-social issues that may impact general health and safety (i.e. hoarding). We are available to collaborate with all municipal staff to address public health nursing questions, work closely with Councils on Aging to assist elders in the communities and are available for consultation with school nurses



# VETERANS' SERVICE OFFICER

Veterans' Services Officers are veterans who are officials appointed by the mayor in cities and the boards of selectmen in towns. They work under the direction of the Massachusetts Commissioner of Veterans' Services. One Veterans' Service Officer may serve as a District Officer for two or more contiguous communities. The Veterans' Service Officer's job is to counsel, advise, and assist local veterans and their dependents in whatever way he can. Duties encompass but are not limited to dispensing state-sponsored veterans' benefits and assisting veterans and their dependents or survivors in obtaining federal benefits or entitlements for which they may be eligible; disbursing monetary and medical benefits and act as the veterans' burial agent for his municipality or district and arrange for proper interment of deceased veterans. The Veterans' Service Officer provides assistance in the areas of housing, employment, medical and educational needs, and alcohol/drug rehabilitation. The Veterans' Services Officer also coordinates with local hospitals, nursing homes and eldercare facilities to insure that veterans or widows are receiving proper treatment and all entitlements. The Veterans' Service Officer is expected to be an active participant with local, state, and federal human services agencies to ensure that maximum effort is placed on veteran-related problems and needs.

The Veterans' Service Officer holds office hours on Wednesday from 1 PM until 4 PM. The Veterans' Service Officer can be contacted at 978-433-0342. Also, appointments can be made for the convenience of the applicant applying for veteran's benefits.

Each case is serviced with utmost discretion. Individual cases are confidential and not open to the public. Approximately 240 Veterans are assisted each year in Pepperell. Approximately \$151,705 was given to local veterans for Mass. State Chapter 115 assistance.

The Department of Veterans' Affairs issues federal benefits to veterans of Pepperell. A total of 157 veterans were granted federal benefits. The total amount for federal benefits granted was \$172,343.

## Goals for 2015

Contact veterans and provide the necessary information on benefits.

Continue to use all available means to disseminate veteran's information to the public.

Continue to support the Army covenant.

Respectfully submitted,

Joseph J. Mazzola

Veterans Service Officer

## VETERANS' GRAVE OFFICER

There was an addition of (12) Veterans interred as follows at the Pepperell cemeteries during the year of 2015: Woodlawn = 8, Walton = 0, Pepperell Association = 2, and St Joseph's = 2.

## TOTAL INTERMENTS BY WARS

War	Walton	Woodlawn	Pepperell Association	St. Joseph's	Total
Revolutionary	27	0	0	0	27
War of 1812	0	1	0	0	1
Civil War	13	9	10	5	37
Spanish-Am.	0	2	1	7	10
World War I	1	44	33	39	117
World War II	9	156	59	91	315
Korean War	2	30	12	10	54



Vietnam	1	20	3	6	30
Persian Gulf	0	0	0	1	1
Non-War	0	13	4	3	20
<b>Total</b>	<b>53</b>	<b>275</b>	<b>122</b>	<b>162</b>	<b>612</b>

Respectfully Submitted,

Terence K. Spaulding  
Veterans' Grave Officer

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**COUNCIL ON AGING**



**Mission Statement:** *The Pepperell Council on Aging is dedicated to providing service and programs for Pepperell Senior citizens that promote community, dignity and well-being.*

2015 was a highly transformative year with new leadership and staff as well as soaring growth in participants, volunteers and giving.

The Senior Center is a *Home Away From Home* for many of Pepperell's seniors and offers a large amount of diverse services, activities, meals, entertainment, education as well as fostering a fervent community of camaraderie, games and fun.



### **The Volunteers**

In 2015, the number of volunteers rose to nearly 150 and they contributed more than 6,829 hours of services at the Pepperell Senior Center. These volunteers include many Pepperell residents, and local community nonprofit organizations, such as, The Friends of the Pepperell Senior Center, PTO, Pepperell Women's Club, Our Lady of Grace, Pepperell Christian Fellowship, The Pepperell Garden Club and new this year, The Ladies of the Oriental Shrine. Volunteers are the lifeblood of the facility and as the Center grows in both patrons and services, their contributions cannot be minimized; we are immensely thankful. Volunteers include many vital organizations in which the Senior Center relies upon and frankly could not function without. They include, The Friends of Pepperell Seniors, The Pepperell Police and Fire Departments, the Pepperell VFW, the Pepperell Lions Club, the Pepperell/ Groton Rotary and the Pepperell Business Association and other local businesses volunteer by serving meals and running programs.



*Presents for Parents Annual Event*

### **The Outreach Services**

The Council on Aging is dedicated to the well-being of our seniors and provides assistance with fuel assistance, bereavement and Alzheimer's referrals, SHINE, File of Life, AARP tax preparation, and so much more. New in 2015 is that we are now proudly a Salvation Army Service Unit, which meets additional needs of those within our community. We also engage in community collaborations with Montachusett Home Care, Honoring Choices, and TRIAD program which manages town wide Hoarding Task Force. We also offer congregate meals and "Meals on Wheels" (home delivery meals) provided by Montachusett Opportunity Council.

Did you know?

- ☐ More than 3,000 meals were delivered to homebound residents.
- ☐ A new collaboration with Lawrence Memorial Library has allowed for Mobile Library Services for home bound seniors.
- ☐ Nashoba Board of Health provides bi weekly free health screenings, including, blood pressure, and diabetes checks, in addition, yearly flu shot clinics.
- ☐ More than 1,000 contacts/ referrals were made by our Outreach Coordinator.
- ☐ We hold an annual health fair which is open to the public



### **The Services, Activities, Meals & More**

Social, recreational, health and educational activities are numerous. All of our activities are 95% full and in 2015 the diversity of services and activities grew significantly. New in 2015 are classes in meditation, coloring, peer guided cancer and women's support groups. Also new are trips to music and musical performances and evening events like car shows, cultural events and karaoke. This in addition to the staples that range from aerobics to movies, to painting, to day trips, computer classes, bingo, yoga, walking, and more. The Senior Center serves lunch daily and provides in a given week about 150+ seniors with a delicious and healthy meal. Our chef is talented and adored (and lunch is available to any Pepperell resident regardless of age!).

The COA is thrilled to leverage aggressive use of grants that this year allowed for evening performances of music, karaoke and cultural education talks.

### **Did You Know?**

- Bone Builders Program has grown over 100% in 2015?
- Technology classes are very popular and are customized to meet each individual's needs.
- Health services remain popular and include monthly dental support, bi weekly massage therapy and bi monthly podiatry appointments
- Our LRTA (The Van Program) has been a successful, well received program, which currently serves over 80 Pepperell residents; and the demands here continue to grow quickly. We provide a ridership on demand-response service offering transportation to medical appointments, shopping venues, and social activities, locally and at the Senior Center.
- Several non-profit groups and other town departments utilize the building after hours such as Pepperell Fire Department, Pepperell Garden Club and the American Legion.

### **COA Contacts and Hours of Operation**

The Council on Aging Board meets the second Tuesday of each month at 6:00 at the Town Hall, located at 1 Main Street in conference room A. The Board members for 2015 were: Chairperson Lori Durno, Vice

Chairperson Dianne Kazanjian and Secretary Sylvana Flynn, Assistant Secretary Irene Leddy, Peter Nordberg, Elizabeth Selinger, Tracy Izzio. Please remember the public is always welcome at these meetings.

The Senior Center is open Monday and Tuesday from 9-3, Wednesday 9-5, Thursday 9-4 and Friday 9-2. We are located at 37 Nashua Road in a beautiful picturesque setting. Our patio overlooks the gorgeous landscape of Pepperell. The Public is always welcome; this is your home away from home. Please stop by for a guided tour! (No appointment necessary).

In conclusion, we would love to thank the community's ongoing support and we truly appreciate your donations and volunteer work.

Warmly,  
Susan McCarthy  
COA Director

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## HISTORICAL COMMISSION

Under Massachusetts Law (Chapter 40: Section 8D) the Pepperell Historical Commission is charged with “the preservation, protection and development of the historical or archeological assets” of our town. To this end the Commission engaged in the following activities in 2015:

### Historic Pepperell Images

Commission member Ron Karr and Chair Diane Cronin selected a set of historic photographs from the collection of the Lawrence Library. These photos were scanned in high resolution, enhanced in Photoshop, and then burned to a CD disc. They will be made available to Pepperell businesses to generate murals that can be displayed in their stores and offices.

### Cemetery Photographic Inventory

Member Dean Johnson is nearing the completion of his project to photograph historic gravestones in the Corporation and Walton Cemeteries in Pepperell Center. He has documented more than 400 markers, some nearly 300 years old. The PHC will make these images available to the public, perhaps through genealogical websites.

### Demolition Delay Bylaw

Unlike many Massachusetts cities and towns, Pepperell offers no protection for historic structures. State law allows towns to adopt demolition delay bylaws that can postpone demolition of historic buildings for periods of 6 to 12 months. Member Ron Karr attended a workshop held by the Massachusetts Historical Commission in Westminster. The PHC believes that the town of Pepperell does not seem ready for the adoption of such a bylaw at this time. The PHC feels that there first needs to be a broader base of public support for historical preservation before it will be able to present this to the town.

### Historic Pepperell Landmarks

The PHC is establishing a list of the town's most important historical sites and is promoting appropriate signage for them as well as other methods of sharing information about them with the residents and the region.

### Historic Consultation

The PHC worked with author Susan Casey to provide consultation and photographs regarding Prudence Wright and the historic events that occurred at the bridge crossing in Pepperell in 1775, to be incorporated in her book, “*Women Heroes of the American Revolution.*” The book, which is geared towards teens and used in classroom studies, discusses inspiring stories of women and girls who contributed to our nation's independence. The PHC was personally acknowledged in the book which is published by Chicago Review Press and is available on Amazon and at book stores in the area.

### Millie Turner Dam Project

The PHC has been actively assisting the state fish and wildlife service, the new owners of the Millie Turner Dam site on the Nissittissit River on Hollis Street, in their plans to demolish the dam and educate users on the history







For restoration to get underway in the Art Gallery, it became necessary to remove the material blocking the skylight. Thanks to funding help from the Friends of the Lawrence Library, interior translucent panels were installed to once again restore natural lighting to the gallery. We hosted our first 'natural light' art show in October. New energy efficient LED lights and timer were also installed, allowing evening use of the room. Thanks to Pepperell Cable an LED stage spotlight and curtains were also installed.

Late in 2015, the state expanded the beta MA eBook Project pilot program which we had joined in 2014 to a new statewide platform known as the *Commonwealth eBook Collections*. This will help us expand our ebook selection beyond just Overdrive so we may offer a larger selection and meet the needs of our growing circulation of ebooks.

The total value of **only items loaned or borrowed for the year totaled \$1,106,453**; the **total ROI** (return on investment) which includes all services provided was **\$2,041,986**. 17,631 items were borrowed/requested just through interlibrary loan, making the library a net lender for the fourth consecutive year. 7,645 Pepperell residents have a current library card; we issue an average of 39 new cards each month.

[Library website](#) usage remained strong with over one million visits as reflected by the increased usage of the online [eBooks](#), [databases](#), web page hits, [room-booking software](#), [event calendar](#) program registration and [museum pass](#) bookings. The foot traffic for the year was over 99,760 with an average of 385 library users per day.

It was another busy year for adult, teen and children's programming with the library offering 413 special events/programs with attendance over 9,800. The Summer Reading Program theme for children was *Every Hero has a Story* with 1600 participants over the course of 10 weeks.

The *Pepperell Cultural Council* grants allowed us to offer five special events: A Supernatural Evening with Jeff Belanger, Animal Adventures: Super Heroes of the Animal Kingdom, Jungle Jim: Superhero Training, Liz Barbour: Super Foods, Louisa May Alcott and Lizzie Borden actor performances.

A few of the other event/program highlights for the year:

- For children - in addition to regularly scheduled Story Time, Baby Time and Yoga for Kids; Miss Shannon and Miss Mandy offered: Preschool Obstacle Course, Bubble Blast, Saturday Movies, Wii U Gaming, Stuffed Animal Sleepover, Lego Clubs, Make-It and Take-It Crafts, SuperHero Training Academy, Sewing for Kids, Night Owl Storytime, Very Merry Un-Birthday Party, Cover 2 Cover Book Club, and many more.
- For teens - DIY YA crafts, Teen Video Gaming, Pumpkin Carving, YA Book Club, Write Now Writers' Group, Merry Marshmallows, Tie-Dye, Tween Sewing, and more.
- For adults - monthly: Learn to Play Bridge and Book Club; Retirement workshops, Tick Talk on Lyme Disease, Sustainable Gardening, Adult Crafting Night; Coffee, Coloring & Croissants, Movie Mornings, Under Our Skin 2: Emergence, Henna Tattoos and much more.
- The library also partnered with local organization and businesses to offer: Invasive Plants (Nashua River Watershed Assoc), Mind/Body Connection series (Art of Healing Holistic Center), the Hidden Treasures Weekend featuring the library's historic Shattuck Bird Collection (Freedoms Way and Pepperell Conservation) and 3-D Printing Demo (TKI – Turn Key Innovations)



The library offered two new community services in 2015: The *Mobile Library*, in partnership with the Senior Center, was launched in the fall and provides delivery service of library books and media to homebound residents.

The second service, in partnership with PACH, is *Books to Keep*. We are proud the Lawrence Library became the first public library to launch this service. The goal of *Books to Keep* is to provide new and gently used books to children and teens in need through local pantries or soup kitchens so they can create their own personal libraries. Additionally, this opportunity has allowed us to promote the many other library services we offer. Thanks to the Friends of the Lawrence Library we are able to provide these books from the numerous books donated for their annual book sale.

The library provided meeting space for 128 non-profit programs/events. Some of the community groups were ARC, political town committees, Destination Imagination, Friends of Pepperell, Brownies, Boys and Girls Scout meetings, PACH, Recreation Commission, Charter Committee, AA meetings, Town Department Head meetings, the Radio Club, piano recitals, Tarbell, Holland & Berkshire Associations, Cultural Council, Logger Training, 1 A Auto, and the Economic Development Summit.



**Sponsored by the Friends of the Library** ~ Year round artist/photographer exhibits in the Art Gallery which included Lev Rozman, Mark Fountain, Squanicook Colonial Quilt Guild, Sue Bleiweiss, Pepperell Student Art Show, Susan Carpenter, Stephen Lewis Cuban Political Poster collection, and Steve St Lawrence. Partnering with the Friends, the Pepperell Garden Club and local florists, the library hosted our fourth annual *Art in Bloom*.



Thanks to the funding provided by Friends of the Lawrence Library, we continued this year to offer two **free monthly** music events: *Live @ Lawrence Library* and an *Open Mic* night. The performers for *Live @ Lawrence Library* were: Brad Bosse, Midnight Lantern, Rumblefish, Ballou Brothers Band, Russell Hill, Jesse Hanson and the Goodlie Companyne. All performances are aired live and recorded by the *Pepperell Community Media*. The recordings can still be enjoyed at the <http://pepperellchannel.org/VOD.html> web site (select Lawrence Library Events). For more information on 2016 art gallery events bookmark the library's In the Gallery web page.

The Friends of the Library thankfully provided their much needed monetary support. The Friends' annual fundraisers this year included the Annual Wine Tasting in February, the weekend book sale in March and the Toy Yard Sale in April. These events plus membership made possible the \$15,000 donation for the purchase of children's books plus funded ALL library programs, with the exception of those funded by the Cultural Council.

The Friends continued to fund all fifteen [museum passes](#), sponsored the refreshments for the artist gallery receptions, all music events and Art in Bloom; contributed funds to help expand programming; continue to fund the [electronic newsletter](#) (sign up today!) the library creates each month, coordinated numerous holiday craft programs, and funded/organized the annual Holiday Tree Lighting which once again drew over 500 residents. Additionally this year they helped fund re-opening the art gallery skylight and the new LED lighting. Their dedication, contributions, and support are much needed and always greatly appreciated!





The Lawrence Library continues the use of three of the most popular Internet social media tools with a presence on [Facebook](#), [Flickr](#), [Twitter](#) and [Instagram](#)

In the coming year, the library will work to meet the continuing budget challenges to comply with the state certification. The library continues to be greatly concerned because the budget needed to meet the state minimum funding requirements remains underfunded. **The minimum FY17 budget for the library required by the state is \$477,300.** At this time the library is still awaiting word on the accreditation status for fiscal year 2016, which was applied for this past fall. This is the sixth year Lawrence Library has needed to apply for a waiver.

Based on the 2015 survey results residents greatest express the need for additional hours – restoration of Wednesday evenings, open later in the evening longer hours

On behalf of staff, Library Board of Trustees, and Friends of the Library, thank you Pepperell for your support. If you don't have a library card, stop by for one – it's **FREE** and a great way to help stretch your budget! We hope to see you soon.

**Did You Know?** The library offers free WiFi 24/7, plus faxing, color and black and white copying/printing, and document scanning for a nominal fee.

Respectfully Submitted,  
Debra Spratt, Director  
For the Library Board of Trustees

What's your library worth to you? Massachusetts Library Association has an online Library Service Calculator (<http://www.ilovelibraries.org/what-libraries-do/calculator>), which lets you determine the value of services/savings your library provides to you.

**The estimated total dollar value of all services rendered for one year for Pepperell patrons is \$2,041,986. This total was calculated using borrowed materials (books, audio books and music, DVDs, magazines and newspapers), programs, computer and WiFi usage, museum passes, online databases, and reference assistance. Try this calculator and see what you'll save in just one month.**

**Hours of Operation:**

<b>Tuesday &amp; Thursday</b>	<b>10am to 8pm</b>	<b>Summer Hours (July 1 – Labor Day Weekend)</b>
<b>Wednesday &amp; Friday</b>	<b>10am to 5pm</b>	<b>As noted except closed Saturdays</b>
<b>Saturday*</b>	<b>10am to 4pm</b>	
<b>Sunday &amp; Monday</b>	<b>Closed</b>	

"My best friend is a person who will give me a book I have not read."  
- *Abraham Lincoln*



**Lawrence Library**  
15 Main Street, Pepperell, MA 01463  
978-433-0330 • [www.lawrencelibrary.org](http://www.lawrencelibrary.org)

## CULTURAL COUNCIL

The Massachusetts Cultural Council is a state program that is made up of 329 Local Cultural Councils (LCCs) serving all 351 Massachusetts cities and towns. The Pepperell Cultural Council (PCC) is one of these LCCs. Our membership consists of volunteers, appointed by the town for 3-year terms. Each year, the PCC grants money to support community-based arts, humanities, and science projects. The goal is to promote rich cultural experiences for our citizens.

For the 2015 grant cycle, PCC awarded nearly \$5,000 to roughly 15 applicants.

Examples of projects that have received funding include school field trips, afterschool programs, concerts, festivals, lectures, theater, dance, music, and film. The projects may take place in our library, the senior center, the community center, schools, the town common, or any other location where our residents come together.

Individuals, schools, and cultural organizations are eligible to apply for project support from the PCC. Funding for cultural field trips is also available. Applicants are welcome to contact the Pepperell Cultural Council before completing an application.



## RECREATION COMMISSION

The Pepperell Recreation Commission manages the Sis McGrath Community Center and offers a comprehensive Recreation Program for the Town of Pepperell. In addition, the Recreation Commission is responsible for the management and scheduling of all use of our town fields. The Community Center, located at 4 Hollis Street, is a public, affordable resource for the residents of Pepperell and surrounding communities to hold meetings, rent space for private parties, and host a wide variety of community events. Always busy, the Community Center is the site of many showers, birthday parties, and school dances.

The Recreation Commission is supportive of many community organizations such as the Boy Scouts and Girls Scouts as well as many other non-profit groups.

### *Staffing*

Our Recreation Director, Nancy Archer, is in her second full year working for the Town of Pepperell. Nancy's focus has been in implementing new programs and classes, specifically in the area of group fitness classes and creative, non-mainstream offerings for our youth.

### *Community Center*

The care and maintenance of The Community Center has been a prime focus this past year. Visitors may notice the improved landscaping around our building, the changes to our program display cases when walking in the main door, and the new wall mounted television set up for events and activities. Also, an ongoing project of the Recreation Commission is the possibility of making Internet connectivity available in the future.

### *Program Highlights*

Our Recreation Programs offer a variety of courses for all ages and interests (youth to adult), such as fitness programs, arts and crafts, archery, babysitting and home alone preparation courses, horseback riding lessons, etiquette and dance classes for kids, children's playgroups and vacation week activities.

The Winter Ski Program continues to be successful. For six Friday nights this past winter we sent full busses of children in 5<sup>th</sup> – 12<sup>th</sup> grade skiing and snowboarding at Wachusett Mountain. The Commission extends our thanks to Jim Pantano and the many volunteers who continue to run this successful program each year!

The weather was fantastic for our annual Easter Egg Hunt on the town fields this year. The Egg Hunt continues to be a very well attended event that fosters a strong sense of community spirit. The Recreation Commission

hosted a pancake breakfast with the Easter Bunny before this year’s hunt. We served over 150 people with the help of the Pepperell Lions Club who manned the griddles. During the event there was face painting, crafts, pictures with the bunny and many smiles. Special thanks should be given to Dr. Davis Ice Cream for their donation, the Pepperell Lions Club and the many volunteers within the community that came to help at the event.

The Pepperell Recreation “Summer Playground” remains a staple on our town field each July and August with an average of 80 children on any given day. This program, under the leadership of Cathy Walmsley, Summer Playground Director, is thriving ... the playground, fields, courts and craft area are always busy with activities. As a commission, we are thankful to the parents and families who continue to value this long-standing Recreation Commission offering.

Thank you to the residents of Pepperell for your support of the Recreation Commission. Please visit our website at <http://www.town.pepperell.ma.us/recreation> for a complete Program Guide of our current offerings. As always, we welcome your ideas and input for program offerings. Please contact us at [recreation@town.pepperell.ma.us](mailto:recreation@town.pepperell.ma.us) with questions or ideas. We look forward to another great year of providing Recreation opportunities to the Town of Pepperell!

Respectfully Submitted,

Timothy Doyle  
Commission Chair

M. Alise Herrera  
Treasurer

Brendan McNabb  
Secretary



**AGRICULTURAL ADVISORY BOARD**

In 2015 the Agricultural Advisory Board concentrated their efforts on the Pepperell Farmers Market. The market was held every Saturday starting June 13th thru October 3rd, from 9:00 to 1:00PM. Consumer traffic varied, averaging about 150 shoppers, weekly.

We hosted local musicians who performed during market hours. A variety of fruits, vegetables, meats and flowers were provided by our local farms. In addition, breads, pastries, crafts, and local charities contributed to the growth of the market.

The Pepperell Farmers' Market continued to collaborate with the Fourth of July Committee, generating resident participation.

Agricultural water rates for Pepperell farmers was discussed during our monthly meetings. The Agricultural Advisory Board met with the DPW Water Division to discuss the possibility of introducing a flat water rate to qualified farms. The Agricultural Advisory Board is researching other municipalities with established agricultural programs in existence. It is our hope to present our findings in the 2016 season.



## TOWN CLERK

The annual town election was held on April 27, 2015 (results below). Pepperell used its electronic, optical scan voter machines for the election. Thank you to the dedicated election workers for their hard work throughout the election.

Annual Town Meeting was held on Monday, May 4th and Special Town Meeting was held on October 26<sup>th</sup> (see minutes below). Thank you to the dedicated Board of Registrars for its hard work at town meeting.

The town clerk posts all municipal government meeting notices on the Town of Pepperell website at <http://town.pepperell.ma.us>. Past meeting minutes for all boards and committees, as well as town meeting results and other documents, are also available online. The website has become a resourceful tool for Pepperell residents to learn of many events of various subject matter.

In order to increase voter registration among teens, the clerk's office now mails a voter registration form to anyone turning 18 years of age prior to any upcoming election. Another new service is hosting voter registration sessions at the North Middlesex Regional High School.

Anyone who purchases a residence in town automatically receives a voter registration form, a dog license registration form and a transfer station informational sheet which includes all services offered by the transfer station.

Residents continue to order dog and kennel licenses, vital records, and other town clerk services online through the Town's partnership with UniPay. Dog licensing has become a more diligent process therefore resulting in the licensing of several hundred more dogs than prior years. Vital records are more accessible and can be produced quickly and efficiently through the State's Virtual Gateway.

Notary Public services continue to be offered to the public free of charge. Also available is the opportunity to be sworn in as a Notary Public or Justice of the Peace, as the clerk is also a Commissioner to Qualify, through a partnership with the Town of Townsend. Also available is the option to be married by the town clerk who has been appointed a Justice of the Peace. Our new business certificate program has made it much simpler to issue business certificates quickly and efficiently.

The Code of the Town of Pepperell and all adopted Massachusetts General Laws have been brought up to date from 2010 and is an accurate document which can be found on the website.

Lisa M. Ferolito  
Town Clerk

## **Town of Pepperell Statistics:**

**Population:** 11,705 (as of December 31, 2015)

**Land area:** 22.9 Square miles

**Elevation:** 244 Feet above mean sea level

**Districts:** Third Congressional  
Fifth Councilor  
First Middlesex Senatorial  
First Middlesex Representative

**Vital Records: (Births, Deaths, and Marriages recorded in Pepperell during 2015)**

**Births:** 70

**Deaths:** 72

**Marriages:** 49

**Late returns could change the final totals of Pepperell resident births and deaths. Please note that the above birth statistics do not include Pepperell residents who gave birth to their children in New Hampshire, since those records are no longer forwarded to Pepperell.**

**2015 Dog Licenses:** 2,129 Dog Licenses  
29 Kennel Licenses

2015 dog licenses expire March 31, 2016. A grace period is given until May 31<sup>st</sup> to allow residents to obtain rabies vaccinations for their dog(s). M.G.L Section 81-12 states that failure to license your dog will result in a \$50.00 violation fee and the code of Pepperell states that failure to license your dog will result in a \$25.00 violation fee. This fine will be added to the licensing fee.

**Male or Female: \$15.00**

**Spayed or Neutered: \$10.00**

**State law requires proof of rabies vaccination for licensing. Pepperell Veterinary Hospital, in conjunction with the Pepperell Board of Health, will hold a rabies clinic on the first Saturday in April.**

### 2015 Business Certificates:

49 New business certificates during 2015  
551 Total active business certificates in Pepperell (as of 12/31/2015)

**Filing for a Business Certificate: Businesses in Pepperell must file for a Business Certificate, as required under Massachusetts General Laws, Chapter 110, Section 5. Business certificates cost \$40 and valid for four (4) years after which time they must be renewed. Violations shall be subject to a fine of not more than three hundred (\$300.00) for each month during which such violation continues.**

**The following are required to file for a business certificate:**

- 1. Any person or person conducting a business under any title other than the complete real name of the owner.**
- 2. Any corporation doing business in a name other than the corporate name.**

When applying for a business certificates, all persons to be named on the certificate must be present to sign the certificate, which is then notarized or certified by the Town Clerk. Should you have any questions about business certificates or the requirements for obtaining a business certificate in Pepperell, please contact the Town Clerk's office at (978) 433-0339.

## 2016 Election Schedule:

**Presidential Primary, March 1, 2016**

*Last day to register to vote is February 10, 2016*

**Annual Town Election, Monday, April 25, 2016**

*Last day to register to vote is April 5, 2016*

**Annual Town Meeting, Monday, May 2, 2016**

*Last day to register to vote is April 5, 2016*

**State Primary, September 8, 2016**

*Last day to register to vote is August 19, 2016*

**Presidential Election, November 8, 2016**

*Last day to register to vote is October 19, 2016*

**Registered voters (as of the 2015 Annual Town Census):**

	Precinct 1	Precinct 2	Precinct 3	Totals
Conservative	1	0	0	1
Constitution	0	0	0	0
Democrat	565	509	545	1619
Green Party	0	0	1	1
Green-Rainbow	1	6	0	7
Libertarian	8	9	8	25
Mass Independent	1	1	1	3
American Independent	1	0	0	1
Inter. 3 <sup>rd</sup> Party	0	0	1	1
Pirate	0	0	1	1
Reform	1	1	0	2
Republican	482	519	469	1470
Socialist	1	0	0	1
Unenrolled	1691	1669	1636	4996
United Independent	19	11	18	48
Working Families	0	1	0	1
<b>Totals</b>	<b>2771</b>	<b>2726</b>	<b>2680</b>	<b>8177</b>

2015  
ANNUAL TOWN ELECTION  
Monday, April 27, 2015  
Town of Pepperell, Massachusetts  
TALLY SHEET

Vote for **One**

<b>Board of Assessors</b>	<b>Prec. 1</b>	<b>Prec. 2</b>	<b>Prec. 3</b>	<b>Total s</b>
Maureen S. Bolger	45	82	69	<b>196</b>
Write-ins				
				<b>0</b>
				<b>0</b>
				<b>0</b>
Scattered	1	0	1	<b>2</b>
Blanks	10	10	8	<b>28</b>
<b>Totals</b>	<b>56</b>	<b>92</b>	<b>78</b>	<b>226</b>

Vote for **One**

<b>Board of Health</b>	<b>Prec. 1</b>	<b>Prec. 2</b>	<b>Prec. 3</b>	<b>Total s</b>
Write-ins				
Margie LaFleur	29	45	36	<b>110</b>
Al Buckley	1		1	<b>2</b>
Scattered		3	1	<b>4</b>
Blanks	26	43	41	<b>110</b>
<b>Totals</b>	<b>56</b>	<b>91</b>	<b>79</b>	<b>226</b>

Vote for **One** (5 years)

<b>Housing Authority</b>	<b>Prec. 1</b>	<b>Prec. 2</b>	<b>Prec. 3</b>	<b>Total s</b>
Katherine L. Harris	48	82	67	<b>197</b>
Write-ins				
				<b>0</b>
				<b>0</b>
				<b>0</b>
Scattered	1			<b>1</b>
Blanks	7	10	11	<b>28</b>
<b>Totals</b>	<b>56</b>	<b>92</b>	<b>78</b>	<b>226</b>

Vote for **One** (2 years)



<b>Housing Authority</b>	<b>Prec. 1</b>	<b>Prec. 2</b>	<b>Prec. 3</b>	<b>Total s</b>
Bruce E. Haskins	49	81	71	<b>201</b>
Write-ins				
				<b>0</b>
				<b>0</b>
				<b>0</b>
Scattered				<b>0</b>
Blanks	7	11	7	<b>25</b>
<b>Totals</b>	<b>56</b>	<b>92</b>	<b>78</b>	<b>226</b>

Vote for Two

<b>Board of Library Trustees</b>	<b>Prec. 1</b>	<b>Prec. 2</b>	<b>Prec. 3</b>	<b>Total s</b>
Carol M. Case	46	80	69	<b>195</b>
Ramona A. Reed	42	79	65	<b>186</b>
Write-ins				
				<b>0</b>
				<b>0</b>
				<b>0</b>
Scattered				<b>0</b>
Blanks	24	25	22	<b>71</b>
<b>Totals</b>	<b>112</b>	<b>184</b>	<b>156</b>	<b>452</b>

Vote for **One** (5 years)

<b>Planning Board</b>	<b>Prec. 1</b>	<b>Prec. 2</b>	<b>Prec. 3</b>	<b>Total s</b>
Richard C. McHugh Jr.	40	73	67	<b>180</b>
Write-ins				
				<b>0</b>
				<b>0</b>
				<b>0</b>
Scattered		1		<b>1</b>
Blanks	16	18	11	<b>45</b>
<b>Totals</b>	<b>56</b>	<b>92</b>	<b>78</b>	<b>226</b>

Vote for **One** (4 years)

<b>Planning Board</b>	<b>Prec. 1</b>	<b>Prec. 2</b>	<b>Prec. 3</b>	<b>Total s</b>
George E. Clark	41	67	62	<b>170</b>
Write-ins				
				<b>0</b>
				<b>0</b>
				<b>0</b>
Scattered			2	<b>2</b>
Blanks	15	25	14	<b>54</b>
<b>Totals</b>	<b>56</b>	<b>92</b>	<b>78</b>	<b>226</b>

Vote for **One** (3 years)

<b>Planning Board</b>	<b>Prec. 1</b>	<b>Prec. 2</b>	<b>Prec. 3</b>	<b>Total s</b>
Write-ins				
Michael Dapcic	2			2
				0
				0
Scattered	3	3	7	13
Blanks	51	89	71	211
<b>Totals</b>	<b>56</b>	<b>92</b>	<b>78</b>	<b>226</b>

Vote for **One** (3 Years)

<b>Board of Public Works</b>	<b>Prec. 1</b>	<b>Prec. 2</b>	<b>Prec. 3</b>	<b>Total s</b>
William M. Kenison	46	77	66	189
Write-ins				
				0
				0
				0
Scattered	1			1
Blanks	9	15	12	36
<b>Totals</b>	<b>56</b>	<b>92</b>	<b>78</b>	<b>226</b>

Vote for **One** (3 Years)

<b>Recreation Commission</b>	<b>Prec. 1</b>	<b>Prec. 2</b>	<b>Prec. 3</b>	<b>Total s</b>
Timothy C. Doyle	50	79	67	196
Write-ins				
				0
				0
				0
Scattered	1	2		3
Blanks	5	11	11	27
<b>Totals</b>	<b>56</b>	<b>92</b>	<b>78</b>	<b>226</b>

Vote for **One** (3 Years)

<b>Board of Selectmen</b>	<b>Prec. 1</b>	<b>Prec. 2</b>	<b>Prec. 3</b>	<b>Total s</b>
Melissa M. Tzanoudakis	50	75	65	190
Write-ins				
				0
				0
				0
Scattered	3	1	1	5
Blanks	3	16	12	31
<b>Totals</b>	<b>56</b>	<b>92</b>	<b>78</b>	<b>226</b>

Vote for **Two** (3 Years)

<b>North Middlesex School Committee</b>	<b>Prec. 1</b>	<b>Prec. 2</b>	<b>Prec. 3</b>	<b>Total s</b>
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Jonna M. Clermont	47	71	62	<b>180</b>
Write-ins				
Anne Adams	12	7	12	<b>31</b>
Sherill Rosoff	2	1	4	<b>7</b>
				<b>0</b>
Scattered	4	5	4	<b>13</b>
Blanks	47	99	75	<b>221</b>
<b>Totals</b>	<b>112</b>	<b>183</b>	<b>157</b>	<b>452</b>

<b>Ballots cast</b>	<b>Prec. 1</b>	<b>Prec. 2</b>	<b>Prec. 3</b>	<b>Total s</b>
Total Ballots cast	56	92	78	<b>226</b>
<b>Registered Voters</b>	<b>Prec. 1</b>	<b>Prec. 2</b>	<b>Prec. 3</b>	<b>Total s</b>
Total registered voters	2720	2662	2591	<b>7973</b>
Voter participation percentage	<b>2.06%</b>	<b>3.46%</b>	<b>3.01%</b>	<b>2.83%</b>

## **ANNUAL TOWN MEETING – May 4, 2015**

*The Annual Town Meeting was called to order at 7:30 p.m. by Scott N. Blackburn, Moderator.*

*The Meeting said the Pledge of Allegiance.*

*The Town Clerk, Lisa M. Ferolito, read the notice of the posting of the warrant.*

*Registrars checking voters in were Jane E. Eshleman, Kathryn P. Pries, and Sharon T. Tetreault.*

*Counters were Christopher F. DeSimone and Debbie J. Nutter.*

*The Moderator announced that a quorum was present and announced the location of exits.*

### **COMMONWEALTH OF MASSACHUSETTS**

Middlesex, ss.

To either of the constables of the Town of Pepperell, in said County,

#### **GREETINGS:**

In the name of the Commonwealth aforesaid, you are hereby required to notify and warn the inhabitants of said Town qualified according to law to vote in state, county, district and town affairs to assemble at the NISSITISSIT MIDDLE SCHOOL, in said Town, on Monday, the 4<sup>th</sup> of May, A.D. 2015 at 7:30 PM to act on the following articles:

### **ANNUAL TOWN MEETING**

**May 4, 2015**

#### **PRELIMINARY MOTION:**

**Motion by: Stephen C. Themelis, Board of Selectmen**

I move that the Moderator may allow non-voters or non-residents to speak on issues related to Town Meeting warrant articles where appropriate.

*Motion required a majority and passed by unanimous voice vote.*

***Motion Carried***

**ARTICLE 1**

**FY 2015 FREE CASH APPROPRIATIONS**

To see if the Town will vote to appropriate sums of money from Free Cash certified as of 7/1/14, or take any other action relative thereto.

*This article is necessary to cover the FY2015 Snow & Ice expenditures in excess of the appropriated amount of \$180,000 which is allowed according to MA General Law Chapter 44 Section 31D Snow and Ice Removal, with the approval of the Selectmen and the Finance Committee, and must be covered by available funds or raised in the FY2016 tax rate. The recommendation is to use Free Cash to cover the deficit in order to use all monies raised within the FY2016 tax rate for the General Fund Operating Budget. Recommended by Finance Committee.*

**Motion by: Stephen C. Themelis, Board of Selectmen**

I move that the Town vote to transfer and appropriate \$236,798.52 from Free Cash certified as of 7/1/14 to the following FY15 accounts:

<u>From</u>	<u>To</u>	<u>Amount</u>
Free Cash	FY15 Snow & Ice – Wages	\$ 23,313.14
Free Cash	FY15 Snow & Ice – Expenses	\$213,485.38
<b>TOTAL</b>		<b>\$236,798.52</b>

*Motion required a majority and passed by unanimous voice vote.*

***Motion Carried***

**ARTICLE 2**

**RESCIND AUTHORIZED BORROWINGS**

To see if the Town will vote to rescind the following borrowings which were authorized at Town meeting as listed below, but remain unissued, or take any other action relative thereto:

\$ 1,700,000 – Article 33 ATM 5/4/98 Sewer Extension – Nashua Road  
\$ 300,000 – Article 25 STM 10/19/98 Sewer Extension – Lowell Road  
\$ 54,000 – Article 18 STM 10/28/02 Sewer Extension – Park Street  
\$ 20,000 – Article 24 ATM 5/3/04 Water Mains – Lowell Road  
**\$ 2,074,000 – TOTAL**

*The projects listed are complete and no longer in need of these borrowing authorizations. This is a long overdue housekeeping article which, if approved, will remove these authorized debts from the Town's records and improve the Town's bond rating for future projects. The Nashua Road project was re-voted at the May 2008 Special Town Meeting under Article 5 for \$1,322,000 and was financed with an MWPAT loan. The Lowell Road Sewer Extension project had an original authorization of \$1,970,000 under Article 10 of the May 1995 Annual Town Meeting, as well as an additional authorization of \$600,000 under Article 25 of the October 1998 Special Town Meeting of which only \$300,000 was needed. The amounts listed for the Park Street project and the Lowell Road*

*Water Mains project were also more than needed and require a vote to rescind. Recommended by Finance Committee.*

**Motion by: Gregory J. Rice, Board of Public Works**

I move that the Town vote to rescind the unissued borrowing amounts listed above which were authorized at prior Town Meetings (1998 to 2004) for projects that are now complete.

*Motion required a majority and passed by unanimous voice vote.*

***Motion Carried***

**ARTICLE 3**

**TOWN OFFICERS AND COMMITTEES**

To choose all Town Officers and Committees for the ensuing year (July 1, 2015 - June 30, 2016) not required to be elected by ballot.

*Recommended by Finance Committee.*

**Motion by: Michelle R. Gallagher, Board of Selectmen**

I move that the Town vote to choose all Town Officers and Committees for the ensuing year (July 1, 2015-June 30, 2016) not required to be elected by ballot.

*Motion required a majority and passed by unanimous voice vote.*

***Motion Carried***

**ARTICLE 4**

**ELECTED OFFICIALS COMPENSATION**

To see if the Town will vote to fix the salary and compensation of Elected Officers of the Town for the Fiscal Year July 1, 2015 - June 30, 2016, as provided by Section 108 of Chapter 41 of the Massachusetts General Laws, as amended; or take any other action relative thereto.

Salaries of the Elected Officers are included in the Departmental Appropriations.

<b>Elected Official</b>	<b>Voted Salaries 7/1/14-6/30/15</b>	<b>Requested Salaries 7/1/15-6/30/16</b>	<b>Recommended Salaries 7/1/15-6/30/16</b>
Town Clerk Range \$53,008*-\$59,610	\$54,762	\$55,857	\$55,857

\* Shall be the minimum pay for anyone who is not the incumbent officeholder as of 7/1/15 and who is appointed or elected during the fiscal year. The above salary recommendations to become effective under the dates specified above.

*Recommended by Finance Committee.*

**Motion by: Melissa M. Tzanoudakis, Board of Selectmen**

I move that the Town vote to fix the salary and compensation of Elected Officers of the Town for the Fiscal Year July 1, 2015 – June 30, 2016, as provided by Section 108 of Chapter 41 of the Massachusetts General Laws, as amended, as set forth in the official Warrant of the Annual Town Meeting.

*Motion required a majority and passed by unanimous voice vote.*

***Motion Carried***

**ARTICLE 5**

**TOWN GENERAL FUND BUDGET FISCAL YEAR 2016**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to defray the regular expenses of the Town for the Fiscal Year July 1, 2015 through June 30, 2016 for General Government, Public Safety, Education, Public Works and Facilities, Human Services, Culture and Recreation, Debt Service, Employee Benefits & Insurance, and Capital Outlay, or take any other action relative thereto.

*Recommended by Finance Committee.*

ANNUAL TOWN MEETING -  
5/4/15

DEPT. NO.	DEPARTMENT/ ACCOUNT NAME	BUDGET FY2015	DEPARTME NT REQUEST FY2016	BOS/TOWN ADMIN RECOMMEND FY2016
<b>PART I</b>	<b>GENERAL GOVERNMENT</b>			
12200	<b>SELECTMEN</b>			
	Salaries, Elected Officials	0	0	0
	Other Charges and Expenses	\$1,400	\$1,400	\$1,400
		\$1,400	\$1,400	\$1,400
12900	<b>TOWN ADMINISTRATOR</b>			
	Labor and Related	\$143,044	\$159,661	\$159,661
	Services and Supplies	\$2,550	\$2,700	\$6,250
		\$145,594	\$162,361	\$165,911
13100	<b>FINANCE COMMITTEE</b>			
	Wages, Hourly	\$0	\$300	\$0
	Supplies	\$0	\$0	\$0
	Other Charges and Expenses	\$0	\$0	\$0
		\$0	\$300	\$0
13200	<b>RESERVE FUND</b>			
	Other Charges and Expenses	\$79,074	\$99,700	\$80,011
		\$79,074	\$99,700	\$80,011
13500	<b>ACCOUNTANT</b>			
	Labor and Related	\$107,925	\$109,399	\$109,401
	Services and Supplies	\$28,700	\$29,607	\$28,700
		\$136,625	\$139,006	\$138,101

13600	<b>AUDIT</b>			
	Services and Supplies	\$25,000	\$20,625	\$20,625
		\$25,000	\$20,625	\$20,625
14100	<b>ASSESSORS</b>			
	Labor and Related	\$82,052	\$83,619	\$83,620
	Services and Supplies	\$26,864	\$27,700	\$23,650
		\$108,916	\$111,319	\$107,270
14200	<b>GIS</b>			
	Services and Supplies	\$6,850	\$10,350	\$10,350
		\$6,850	\$10,350	\$10,350
14500	<b>TREASURER COLLECTOR</b>			
	Labor and Related	\$136,830	\$133,494	\$133,495
	Services and Supplies	\$17,635	\$17,635	\$17,635
		\$154,465	\$151,129	\$151,130
15100	<b>LAW DEPARTMENT</b>			
	Services and Supplies	\$22,000	\$22,000	\$15,500
		\$22,000	\$22,000	\$15,500
15200	<b>PERSONNEL BOARD</b>			
	Services and Supplies	\$1,300	\$1,300	\$1,300
		\$1,300	\$1,300	\$1,300
15500	<b>INFORMATION SYSTEMS TECH</b>			
	Labor and Related	\$58,500	\$78,952	\$78,953
	Services and Supplies	\$11,375	\$28,010	\$10,375
		\$69,875	\$106,963	\$89,328
15700	<b>CENTRAL TELEPHONE</b>			
	Services and Supplies	\$33,600	\$29,253	\$27,253
		\$33,600	\$29,253	\$27,253

15800	<b>TAX TITLE / FORECLOSURE</b>			
	Services and Supplies	\$9,000	\$9,000	\$4,500
		\$9,000	\$9,000	\$4,500
15900	<b>POSTAGE METER</b>			
	Services and Supplies	\$31,500	\$31,600	\$31,500
		\$31,500	\$31,600	\$31,500
16100	<b>TOWN CLERK</b>			
	Labor and Related	\$85,083	\$83,484	\$75,723
	Services and Supplies	\$2,274	\$3,874	\$3,080
		\$87,357	\$87,358	\$78,803
16200	<b>ELECTIONS</b>			
	Labor and Related	\$6,000	\$6,000	\$6,000
	Services and Supplies	\$7,950	\$7,950	\$7,950
		\$13,950	\$13,950	\$13,950
16300	<b>REGISTRATION</b>			
	Labor and Related	\$2,290	\$2,290	\$2,290
	Services and Supplies	\$4,000	\$4,000	\$4,000
		\$6,290	\$6,290	\$6,290
17100	<b>CONSERVATION COMMISSION</b>			
	Labor and Related	\$35,079	\$40,814	\$40,814
		\$35,079	\$40,814	\$40,814
17500	<b>PLANNING BOARD</b>			
	Labor and Related	\$39,394	\$46,096	\$46,097
	Services and Supplies	\$4,329	\$4,409	\$4,409
		\$43,723	\$50,505	\$50,506
17600	<b>BOARD OF APPEALS</b>			
	Labor and Related	\$8,824	\$9,194	\$9,194
	Services and Supplies	\$250	\$250	\$250
		\$9,074	\$9,444	\$9,444



19200	<b>TOWN HALL</b>			
	Labor and Related	\$42,000	\$44,982	\$44,983
	Services and Supplies	\$42,278	\$32,850	\$29,850
		\$84,278	\$77,832	\$74,833
	<b>TOTAL PART I - GENERAL GOVERNMENT</b>	<b>\$1,104,950</b>	<b>\$1,182,499</b>	<b>\$1,118,819</b>
<b>PART II</b>	<b>PUBLIC SAFETY</b>			
21100	<b>POLICE DEPARTMENT</b>			
	Labor and Related	\$1,390,512	\$1,558,151	\$1,430,405
	Services and Supplies	\$186,703	\$197,853	\$190,853
	Capital Outlay	\$44,000	\$0	\$0
		\$1,621,215	\$1,756,004	\$1,621,258
22100	<b>FIRE DEPARTMENT</b>			
	Labor and Related	\$172,132	\$195,077	\$195,079
	Services and Supplies	\$73,275	\$82,435	\$73,275
	Capital Outlay	\$15,000	\$0	\$0
		\$260,407	\$277,512	\$268,354
23100	<b>AMBULANCE</b>			
	Labor and Related	\$207,918	\$330,032	\$303,199
	Services and Supplies	\$67,345	\$75,745	\$66,345
		\$275,263	\$405,777	\$369,544
24100	<b>BUILDING AND ZONING OFFICER</b>			
	Labor and Related	\$63,449	\$70,296	\$70,296
	Services and Supplies	\$2,281	\$2,350	\$2,350
		\$65,730	\$72,646	\$72,646
24200	<b>GAS INSPECTOR</b>			
	Labor and Related	\$6,361	\$7,581	\$7,581
	Services and Supplies	\$0	\$300	\$250
		\$6,361	\$7,881	\$7,831

24300	<b>PLUMBING INSPECTOR</b>			
	Labor and Related	\$6,811	\$7,519	\$7,519
	Services and Supplies	\$0	\$300	\$250
		\$6,811	\$7,819	\$7,769
24400	<b>SEALER OF WEIGHTS AND MEASURES</b>			
	Labor and Related	\$4,730	\$4,825	\$4,825
	Services and Supplies	\$175	\$175	\$125
		\$4,905	\$5,000	\$4,950
24500	<b>WIRING INSPECTOR</b>			
	Labor and Related	\$11,890	\$12,347	\$11,890
	Services and Supplies	\$0	\$300	\$250
		\$11,890	\$12,647	\$12,140
25100	<b>COMMUNICATIONS CENTER</b>			
	Labor and Related	\$304,156	\$289,073	\$289,074
	Services and Supplies	\$16,765	\$17,815	\$16,765
		\$320,921	\$306,888	\$305,839
29100	<b>EMERGENCY MANAGEMENT</b>			
	Services and Supplies	\$6,680	\$8,975	\$8,225
		\$6,680	\$8,975	\$8,225
29200	<b>ANIMAL CONTROL OFFICER</b>			
	Labor and Related	\$22,359	\$22,964	\$17,934
	Services and Supplies	\$7,050	\$6,150	\$6,150
		\$29,409	\$29,114	\$24,084
29300	<b>SAFETY AND TRAFFIC SIGNS</b>			
	Services and Supplies	\$3,838	\$4,000	\$3,838
		\$3,838	\$4,000	\$3,838

29400	<b>FOREST WARDEN</b>			
	Capital Outlay	\$2,000	\$0	\$0
		\$2,000	\$0	\$0
29600	<b>CONSTABLES</b>			
	Services and Supplies	\$350	\$350	\$350
		\$350	\$350	\$350
	<b>TOTAL PART II - PUBLIC SAFETY</b>	<b>\$2,615,780</b>	<b>\$2,894,612</b>	<b>\$2,706,828</b>
<b>PART III</b>	<b>EDUCATION - NASHOBA VALLEY TECHNICAL HIGH SCHOOL</b>			
31100	<b>NASHOBA VALLEY TEC HIGH SCHOOL</b>			
	Intergovernmental	\$1,412,198	\$1,698,445	\$1,698,445
		\$1,412,198	\$1,698,445	\$1,698,445
	<b>TOTAL PART III - EDUCATION - NVTHS</b>	<b>\$1,412,198</b>	<b>\$1,698,445</b>	<b>\$1,698,445</b>
<b>PART IV</b>	<b>EDUCATION - NORTH MIDDLESEX REGIONAL SCHOOL DISTRICT</b>			
32100	<b>N. MIDDLESEX REG SCH DISTRICT</b>			
	Intergovernmental	\$11,841,531	\$12,732,106	\$12,732,106
		\$11,841,531	\$12,732,106	\$12,732,106
	<b>TOTAL PART IV - EDUCATION - NMRSD</b>	<b>\$11,841,531</b>	<b>\$12,732,106</b>	<b>\$12,732,106</b>
<b>PART V</b>	<b>PUBLIC WORKS</b>			
41100	<b>TOWN ENGINEER</b>			
	Labor and Related	\$45,214	\$69,390	\$69,391
	Services and Supplies	\$2,395	\$59,340	\$2,435
		\$47,609	\$128,730	\$71,826

42200	<b>HIGHWAYS-CONST &amp; MAINTENANCE</b>			
	Labor and Related	\$430,714	\$476,253	\$433,607
	Services and Supplies	\$195,688	\$202,975	\$194,438
	Capital	\$25,000	\$0	\$0
		\$651,402	\$679,228	\$628,045
42300	<b>SNOW &amp; ICE</b>			
	Labor and Related	\$66,600	\$66,600	\$66,600
	Services and Supplies	\$113,400	\$113,400	\$113,400
		\$180,000	\$180,000	\$180,000
42400	<b>STREET LIGHTING</b>			
	Services and Supplies	\$45,000	\$45,000	\$45,000
		\$45,000	\$45,000	\$45,000
42700	<b>TREE CARE AND PLANTING</b>			
	Labor and Related	\$0	\$100	\$100
	Services and Supplies	\$11,130	\$16,285	\$11,130
		\$11,130	\$16,385	\$11,230
49100	<b>CEMETERY / PARKS</b>			
	Labor and Related	\$86,114	\$84,712	\$84,712
	Services and Supplies	\$16,796	\$16,796	\$16,796
		\$102,910	\$101,508	\$101,508
	<b>TOTAL PART V - PUBLIC WORKS</b>	<b>\$1,038,051</b>	<b>\$1,150,851</b>	<b>\$1,037,609</b>
PART VI	<b>HUMAN SERVICES</b>			
51100	<b>BOARD OF HEALTH</b>			
	Labor and Related	\$24,982	\$23,637	\$23,638
	Services and Supplies	\$42,445	\$41,257	\$41,257
		\$67,427	\$64,894	\$64,895

54100	<b>COUNCIL ON AGING</b>			
	Labor and Related	\$128,411	\$125,310	\$125,310
	Services and Supplies	\$36,310	\$38,855	\$35,665
		\$164,721	\$164,165	\$160,975
54300	<b>VETERANS' SERVICES</b>			
	Labor and Related	\$7,170	\$7,323	\$7,323
	Services and Supplies	\$155,550	\$165,600	\$165,600
		\$162,720	\$172,923	\$172,923
	<b>TOTAL PART VI - HUMAN SERVICES</b>	<b>\$394,868</b>	<b>\$401,982</b>	<b>\$398,793</b>
PART VII	<b>CULTURE &amp; RECREATION</b>			
61100	<b>LAWRENCE LIBRARY</b>			
	Labor and Related	\$302,687	\$332,358	\$322,878
	Services and Supplies	\$114,915	\$137,751	\$119,715
	Capital	\$900	\$0	\$0
		\$418,502	\$470,109	\$442,593
63100	<b>SUMMER PLAYGROUND</b>			
	Labor and Related	\$0	\$2,850	\$2,850
		\$0	\$2,850	\$2,850
63200	<b>COMMUNITY CENTER</b>			
	Labor and Related	\$20,366	\$18,471	\$18,471
	Services and Supplies	\$7,212	\$9,107	\$7,012
		\$27,578	\$27,578	\$25,483
69200	<b>MEMORIAL DAY CELEBRATION</b>			
	Services and Supplies	\$0	\$3,000	\$3,000
		\$0	\$3,000	\$3,000
	<b>TOTAL PART VII - CULTURE &amp; RECREATION</b>	<b>\$446,080</b>	<b>\$503,537</b>	<b>\$473,926</b>

## PART VIII

## DEBT SERVICE

71700	<b>DEBT - PARKS &amp; REC BUILDING</b>			
	Long-Term Debt	\$5,198	\$4,710	\$4,710
		\$5,198	\$4,710	\$4,710
71710	<b>DEBT - SENIOR CENTER</b>			
	Long-Term Debt	\$79,153	\$73,303	\$73,303
		\$79,153	\$73,303	\$73,303
71800	<b>DEBT-PEPP SPRINGS LAND ACQ</b>			
	Long-Term Debt	\$58,874	\$57,299	\$57,299
		\$58,874	\$57,299	\$57,299
71900	<b>DEBT-COMPUTER HARDWARE</b>			
	Long-Term Debt	\$4,460	\$4,260	\$4,260
		\$4,460	\$4,260	\$4,260
71910	<b>DEBT-FIRE DEPT RADIO</b>			
	Long-Term Debt	\$10,065	\$9,585	\$9,585
		\$10,065	\$9,585	\$9,585
75200	<b>INTEREST SHORT-TERM DEBT</b>			
	Interest on Temporary Loans	\$2,500	\$2,500	\$2,000
	Principle - Fire Truck	\$35,000	\$35,000	\$35,000
	Principle - Ambulance	\$33,000	\$33,000	\$33,000
		\$70,500	\$70,500	\$70,000
	<b>TOTAL PART VIII - DEBT SERVICE</b>	<b>\$228,250</b>	<b>\$219,656</b>	<b>\$219,157</b>
PART IX	<b>EMPLOYEE BENEFITS &amp; INSURANCE</b>			
91100	<b>RETIREMENT ASSESSMENT</b>	\$775,000	\$801,127	\$801,127
91300	<b>UNEMPLOYMENT INSURANCE</b>	\$69,000	\$69,000	\$25,000
91400	<b>HEALTH INSURANCE</b>	\$660,000	\$707,455	\$636,865
91500	<b>LIFE INSURANCE</b>	\$2,000	\$2,000	\$2,000
91600	<b>TOWN SHARE MEDICARE</b>	\$60,000	\$60,000	\$55,000
		\$1,566,000	\$1,639,582	\$1,519,992

94500	<b>GENERAL INSURANCE</b>	\$152,335	\$152,335	\$152,335
<b>TOTAL PART IX - EMPLOYEE BENEFITS &amp; INS</b>		<b>\$1,718,335</b>	<b>\$1,791,917</b>	<b>\$1,672,327</b>
<b>PART X</b>	<b>CAPITAL OUTLAY</b>			
93000	<b>CAPITAL OUTLAY</b>			
	Capital Expense	\$0	\$23,237,154	\$221,000
		<u>0</u>	<u>23,237,154</u>	<u>221,000</u>
		\$0	\$23,237,154	\$221,000
<b>TOTAL PART X - CAPITAL OUTLAY</b>		<b>\$0</b>	<b>\$23,237,154</b>	<b>\$221,000</b>
<b>SUMMARY - GENERAL FUND</b>				
PART I	<b>GENERAL GOVERNMENT</b>	<b>\$1,104,950</b>	<b>\$1,182,499</b>	<b>\$1,118,819</b>
PART II	<b>PUBLIC SAFETY</b>	<b>\$2,615,780</b>	<b>\$2,894,612</b>	<b>\$2,706,828</b>
PART III	<b>EDUCATION - NASHOBA VALLEY</b>	<b>\$1,412,198</b>	<b>\$1,698,445</b>	<b>\$1,698,445</b>
PART IV	<b>EDUCATION - NORTH MIDDLESEX</b>	<b>\$11,841,531</b>	<b>\$12,732,106</b>	<b>\$12,732,106</b>
PART V	<b>PUBLIC WORKS</b>	<b>\$1,038,051</b>	<b>\$1,150,851</b>	<b>\$1,037,609</b>
PART VI	<b>HUMAN SERVICES</b>	<b>\$394,868</b>	<b>\$401,982</b>	<b>\$398,793</b>
PART VII	<b>CULTURE &amp; RECREATION</b>	<b>\$446,080</b>	<b>\$503,537</b>	<b>\$473,926</b>
PART VIII	<b>DEBT SERVICE</b>	<b>\$228,250</b>	<b>\$219,656</b>	<b>\$219,157</b>
PART IX	<b>EMPLOYEE BENEFITS &amp; INSUR</b>	<b>\$1,718,335</b>	<b>\$1,791,917</b>	<b>\$1,672,327</b>
PART X	<b>CAPITAL OUTLAY</b>	<b>\$0</b>	<b>\$23,237,154</b>	<b>\$221,000</b>
<b>TOTAL GENERAL FUND</b>		<b>\$20,800,043</b>	<b>\$45,812,758</b>	<b>\$22,279,010</b>
<b>SEWER ENTERPRISE FUND - FUND 600</b>				
<b>Salary &amp; Wages</b>				
	Salaries, Appointed Positions	\$77,000	\$77,000	\$77,000
	Wages, Hourly	\$419,000	\$436,085	\$436,085
	Overtime	\$59,000	\$45,000	\$45,000
	Longevity	\$7,000	\$5,180	\$5,180
	<b>Total Salary &amp; Wages</b>	<b>\$562,000</b>	<b>\$563,265</b>	<b>\$563,265</b>
	<b>Expenses</b>	<b>\$413,550</b>	<b>\$415,250</b>	<b>\$415,250</b>
	<b>Capital Outlay</b>	<b>\$191,000</b>	<b>\$110,000</b>	<b>\$110,000</b>

	<b>Debt Service</b>	<b>\$889,525</b>	<b>\$864,688</b>	<b>\$864,688</b>
	<b>Indirect Costs</b>	<b>\$36,877</b>	<b>\$43,615</b>	<b>\$43,615</b>
	<b>Employee Benefits &amp; Insurance</b>			
	Retirement	\$100,392	\$107,419	\$107,419
	Unemployment	\$1,000	\$3,000	\$3,000
	Health Insurance	\$72,000	\$67,151	\$67,151
	Life Insurance	\$300	\$300	\$300
	Medicare	\$14,000	\$10,000	\$10,000
	<b>Total Employee Benefits &amp; Insur</b>	<b>\$187,692</b>	<b>\$187,870</b>	<b>\$187,870</b>
	<b>General Liability Insurance</b>			
	Package Policy	\$21,000	\$18,000	\$18,000
	Worker's Comp	\$7,000	\$6,500	\$6,500
	Special Coverages	\$1,000	\$1,000	\$1,000
	Deductibles	\$1,000	\$1,000	\$1,000
	<b>Total General Liability Insurance</b>	<b>\$30,000</b>	<b>\$26,500</b>	<b>\$26,500</b>
	<b>Reserve Fund</b>	<b>\$0</b>	<b>\$150,813</b>	<b>\$150,813</b>
	<b>TOTAL - SEWER ENTERPRISE FUND</b>	<b>\$2,310,644</b>	<b>\$2,362,001</b>	<b>\$2,362,001</b>
<b>WATER ENTERPRISE FUND - FUND 610</b>				
	<b>Salary &amp; Wages</b>			
	Salaries, Appointed Positions	\$77,000	\$77,000	\$77,000
	Wages, Hourly	\$304,500	\$332,581	\$332,581
	Overtime	\$64,000	\$40,000	\$40,000
	Longevity	\$3,200	\$2,025	\$2,025
	<b>Total Salary &amp; Wages</b>	<b>\$448,700</b>	<b>\$451,606</b>	<b>\$451,606</b>
	<b>Expenses</b>	<b>\$448,015</b>	<b>\$518,000</b>	<b>\$518,000</b>
	<b>Capital Outlay</b>	<b>\$185,200</b>	<b>\$90,000</b>	<b>\$90,000</b>
	<b>Debt Service</b>	<b>\$322,286</b>	<b>\$296,883</b>	<b>\$296,883</b>
	<b>Indirect Costs</b>	<b>\$34,659</b>	<b>\$42,000</b>	<b>\$42,000</b>



<b>Employee Benefits &amp; Insurance</b>				
Retirement	\$70,655	\$75,600	\$75,600	
Unemployment	\$1,000	\$5,000	\$5,000	
Health Insurance	\$55,000	\$50,000	\$50,000	
Life Insurance	\$200	\$200	\$200	
Medicare	\$9,200	\$9,000	\$9,000	
<b>Total Employee Benefits &amp; Insur</b>	<b>\$136,055</b>	<b>\$139,800</b>	<b>\$139,800</b>	
<b>General Liability Insurance</b>				
Package Policy	\$21,000	\$20,000	\$20,000	
Worker's Comp	\$5,400	\$6,500	\$6,500	
Special Coverages	\$5,500	\$3,000	\$3,000	
Deductibles	\$1,000	\$1,000	\$1,000	
<b>Total General Liability Insurance</b>	<b>\$32,900</b>	<b>\$30,500</b>	<b>\$30,500</b>	
<b>Reserve Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>TOTAL - WATER ENTERPRISE FUND</b>				
	<b>\$1,607,815</b>	<b>\$1,568,789</b>	<b>\$1,568,789</b>	
<b>TRANSFER STATION ENTERPRISE FUND 620</b>				
<b>Salary &amp; Wages</b>				
Salaries, Appointed Positions	\$17,251	\$17,504	\$17,504	
Wages, Hourly	\$117,943	\$108,727	\$108,727	
Overtime	\$2,500	\$2,500	\$2,500	
Longevity	\$500	\$1,542	\$1,542	
<b>Total Salary &amp; Wages</b>	<b>\$138,194</b>	<b>\$130,273</b>	<b>\$130,273</b>	
<b>Expenses</b>	<b>\$128,850</b>	<b>\$132,450</b>	<b>\$132,450</b>	
<b>Capital Outlay</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Debt Service</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Indirect Costs</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Employee Benefits &amp; Insurance</b>				
Retirement	\$25,000	\$25,000	\$25,000	
Unemployment	\$0	\$0	\$0	
Health Insurance	\$12,500	\$12,500	\$12,500	
Life Insurance	\$0	\$100	\$100	
Medicare	\$2,000	\$2,000	\$2,000	

	<b>Total Employee Benefits &amp; Insur</b>	<b>\$39,500</b>	<b>\$39,600</b>	<b>\$39,600</b>
	<b>General Liability Insurance</b>			
	Package Policy	\$6,000	\$6,000	\$6,000
	Worker's Comp	\$3,000	\$3,000	\$3,000
	Special Coverages	\$0	\$0	\$0
	Deductibles	\$0	\$0	\$0
	<b>Total General Liability Insurance</b>	<b>\$9,000</b>	<b>\$9,000</b>	<b>\$9,000</b>
	<b>Reserve Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
	<b>TOTAL - TRANSFER STATION</b>	<b>\$315,544</b>	<b>\$311,323</b>	<b>\$311,323</b>

**Motion by: Melissa M. Tzanoudakis, Board of Selectmen**

I move that the Town vote to appropriate \$280,135 from Free Cash and to raise and appropriate \$21,998,875 for the purpose of funding the Town General Fund Budget for the period July 1, 2015 to June 30, 2016 in accordance with the recommendation of the Town Administrator and Board of Selectmen, with each numbered Part below to be considered a separate appropriation:

Part I	General Government	\$ 1,118,819
Part II	Public Safety	\$ 2,706,828
Part III	Nashoba Valley Technical High School	\$ 1,698,445
Part IV	North Middlesex Regional School District	\$12,732,106
Part V	Public Works	\$ 1,037,609
Part VI	Human Services	\$ 398,793
Part VII	Culture & Recreation	\$ 473,926
Part VIII	Debt Service	\$ 219,157
Part IX	Employee Benefits & Insurance	\$ 1,672,327
Part X	Capital Outlay	\$ 221,000
<b>TOTAL FY2016 TOWN GENERAL FUND BUDGET</b>		<b>\$22,279,010</b>

*Motion required a majority and passed by unanimous voice vote.*

***Motion Carried***

*Parts I, II, III, IV, V, VI, VII, VIII, IX and X were each voted on separately, each required a majority, and each passed by majority voice vote.*

**ARTICLE 6**

**SEWER ENTERPRISE FUND**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to defray the regular expenses of the Sewer Enterprise Fund, in accordance, with the provisions of MA General Law Chapter 44, Section 53F1/2 for the Fiscal Year July 1, 2015 through June 30, 2016, or take any other action relative thereto.

*Recommended by Finance Committee.*

**Motion by: Gregory J. Rice, Board of Public Works**

I move that the Town vote to appropriate the following sums of money to operate the Sewer Enterprise Fund for the period July 1, 2015 to June 30, 2016 with \$2,318,386 appropriated from Enterprise Fund revenues and \$43,615 appropriated in the General Fund operating budget:

**REVENUES**

User Charges	\$1,948,620
Connection Fees	\$ 60,000
Other Departmental Revenue	\$ 18,000
Betterments	\$ 335,281
Investment Income	\$ 100
<b>TOTAL REVENUE</b>	<b>\$2,362,001</b>

**EXPENSES**

**Direct**

Salary & Wages	\$ 563,265
Expenses	\$ 415,250
Capital Outlay	\$ 110,000
Debt Service	\$ 864,688
Employee Benefits & Insurance	\$ 187,870
General Liability Insurance	\$ 26,500
Reserve Fund	\$ 150,813
<b>SUBTOTAL</b>	<b>\$2,318,386</b>

**Indirect**

Shared Employees – Town Administrator	\$ 4,059
Shared Employees – Town Accountant	\$ 18,071
Shared Employees – Assessors	\$ 1,674
Shared Employees – Treasurer/Collector	\$ 10,408
Shared Employees – Info System Tech	\$ 6,000
Other – Annual Audit of Town Books	\$ 3,403
<b>SUBTOTAL</b>	<b>\$ 43,615</b>

<b>TOTAL EXPENSES</b>	<b>\$2,362,001</b>
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*Motion required a majority and passed by unanimous voice vote.*

***Motion Carried***

**ARTICLE 7**

**WATER ENTERPRISE FUND**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to defray the regular expenses of the Water Enterprise Fund, in accordance, with the provisions of MA General Law Chapter 44, Section 53F1/2 for the Fiscal Year July 1, 2015 through June 30, 2016, or take any other action relative thereto.

*Recommended by Finance Committee.*

**Motion by: Lewis L. Lunn, Board of Public Works**

I move that the Town vote to appropriate the following sums of money to operate the Water Enterprise Fund for the period July 1, 2015 to June 30, 2016 with \$1,577,455 appropriated from Enterprise Fund revenues and \$42,000 appropriated in the General Fund operating budget:

**REVENUES**

User Charges	\$1,421,689
Connection Fees	\$ 30,000
Other Departmental Revenue	\$ 17,000
Retained Earnings	\$ 100,000
Investment Income	\$ 100
<b>TOTAL REVENUE</b>	<b>\$1,568,789</b>

**EXPENSES**

**Direct**

Salary & Wages	\$ 451,606
Expenses	\$ 518,000
Capital Outlay	\$ 90,000
Debt Service	\$ 296,883
Employee Benefits & Insurance	\$ 139,800
General Liability Insurance	\$ 30,500
<b>SUBTOTAL</b>	<b>\$1,526,789</b>

**Indirect**

Shared Employees – Town Administrator	\$ 4,059
Shared Employees – Town Accountant	\$ 18,766
Shared Employees – Assessors	\$ 1,396
Shared Employees – Treasurer/Collector	\$ 8,407
Shared Employees – Info System Tech	\$ 6,000
Other-Annual Audit of Town Books	\$ 3,372
<b>SUBTOTAL</b>	<b>\$ 42,000</b>

**TOTAL EXPENSES** **\$1,568,789**

*Motion required a majority and passed by unanimous voice vote.*

***Motion Carried***

**ARTICLE 8**

**TRANSFER STATION ENTERPRISE FUND**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to defray the regular expenses of the Transfer Station Enterprise Fund, in accordance, with the provisions of MA General Law Chapter 44, Section 53F1/2 for the Fiscal Year July 1, 2015 through June 30, 2016, or take any other action relative thereto.

*Recommended by Finance Committee.*

**Motion by: William M. Kenison, Board of Public Works**

I move that the Town vote to appropriate the following sums of money to operate the Transfer Station Enterprise Fund for the period July 1, 2015 to June 30, 2016 with \$311,323 appropriated from Enterprise Fund revenues:

**REVENUES**

User Charges	\$304,923
Other Departmental Revenue	\$ 6,300
Investment Income	\$ 100
<b>TOTAL REVENUE</b>	<b>\$311,323</b>

**EXPENSES****Direct**

Salary & Wages	\$130,273
Expenses	\$132,450
Employee Benefits & Insurance	\$ 39,600
General Liability Insurance	\$ 9,000
<b>SUBTOTAL</b>	<b>\$311,323</b>

**Indirect**

Shared Employees – Town Administrator	\$ -
Shared Employees – Town Accountant	\$ -
Shared Employees – Assessors	\$ -
Shared Employees – Treasurer/Collector	\$ -
Shared Employees – Info System Tech	\$ -
Other – Annual Audit of Town Books	\$ -
<b>SUBTOTAL</b>	<b>\$ -</b>

**TOTAL EXPENSES** **\$311,323**

*Motion required a majority and passed by unanimous voice vote.*

*Motion Carried*

**ARTICLE 9****REVOLVING FUND REPORTS – MGL CHAPTER 44, SECTION 53E1/2**

To see if the Town will vote to accept the following revolving fund reports in accordance with MA General Law Chapter 44, Section 53E1/2 or take any other action relative thereto:

**L.R.T.A. TRANSPORTATION REVOLVING FUND**

	Beginning Balance	Receipts	Expended	Ending Balance
FY2014	\$ 5,000.00	\$ 16,289.86	\$ (21,289.86)	\$ 0.00
FY2015 – 6 months	\$ 0.00	\$ 14,155.50	\$ (13,767.36)	\$ 388.14

**SENIOR CENTER MEALS REVOLVING FUND**

	Beginning Balance	Receipts	Expended	Ending Balance
FY2014	\$ 0.00	\$ 15,376.77	\$ (15,205.77)	\$ 171.00
FY2015 – 6 months	\$ 171.00	\$ 9,108.38	\$ ( 6,085.84)	\$ 3,193.54

*This article is to comply with MA General Law Chapter 44 Section 53E1/2 Revolving Funds which requires a report of the revolving funds be made to the annual town meeting that includes the total amount of receipts and expenditures for each revolving fund for the prior fiscal year and for the current fiscal year through December 31<sup>st</sup>. The approval of this article accepts the reports and meets the requirements of the law. Recommended by Finance Committee.*

**Motion by: Melissa M. Tzanoudakis, Board of Selectmen**

I move that the Town vote to accept the Revolving Fund reports as presented above in accordance with MA General Law Chapter 44, Section 53E1/2.

*Motion required a majority and passed by unanimous voice vote.*

***Motion Carried***

**ARTICLE 10**

**RECREATION REVOLVING FUND – MGL CHAPTER 44, SECTION 53D**

To see if the Town will vote, upon recommendation of the Board of Selectmen, to change the Recreation Revolving Fund operating in FY2015 under MA General Law Chapter 44, Section 53D (as voted in Article 19 of the April 24, 1991 Annual Town Meeting) to operate in FY 2016 under MA General Law Chapter 44, Section 53E1/2 with the fund balance as of 6/30/15 to be carried forward as the starting balance in the new fund on 7/1/15, or take any other action relative thereto.

*This article will change the requirements of the Town's Recreation Revolving Fund in a way that will meet the needs of the Recreation Department with less restrictions regarding the fund balance at year end. Currently, under MGL chapter 44, section 53D the fund balance cannot exceed \$10,000 at the close of each fiscal year or the excess balance closes to the General Fund, but under section 53E1/2 there is no fund balance limit as of June 30, which will benefit the department financially. Recommended by Finance Committee.*

**Motion by: Melissa M. Tzanoudakis, Board of Selectmen**

I move that the Town vote to change the Recreation Revolving Fund operating in FY2015 under MA General Law Chapter 44, Section 53D (as voted in Article 19 of the April 24, 1991 Annual Town Meeting) to operate in FY2016 under MA General Law Chapter 44, Section 53E1/2 with the fund balance as of 6/30/15 to be carried forward as the starting balance in the new fund on 7/1/15.

*Motion required a majority and passed by unanimous voice vote.*

***Motion Carried***

**ARTICLE 11**

**REVOLVING FUNDS – MGL CHAPTER 44, SECTION 53E1/2**

To see if the Town will vote, upon recommendation of the Board of Selectmen, to authorize the following revolving funds for certain Town departments under MA General Law Chapter 44, Section 53E1/2 for the Fiscal Year July 1, 2015 through June 30, 2016, or take any other action relative thereto:

<b>Revolving Fund</b>	<b>**Authorized To Spend</b>	<b>Revenue Source</b>	<b>Use of Fund</b>	<b>FY2016 Spending Limit</b>
L.R.T.A. Transportation	Council on Aging Director	L.R.T.A. Van Transportation Revenue	Part-time wages & Operational Expenses	\$ 35,000
Senior Center Meals	Council on Aging Director	Donations for Meals	Part-time wages & Operational Expenses	\$ 25,000

Recreation	Recreation Director	Revenue from Recreation Dept. Activities	Part-time wages & Operational Expenses	\$ 80,000
	**Single Dept. Authorization May Not Exceed 1% of Tax Levy		<b><u>TOTAL OF REVOLVING FUNDS</u></b>  Limit 10% of FY15 Tax Levy <u>\$17,567,196.60</u> 1% Limit – Authorized to Spend**	<b><u>\$ 140,000</u></b>  <u>\$ 1,756,720</u> <u>\$ 175,672</u>

*MA General Law Chapter 44 Section 53E1/2 Revolving Funds requires that revolving funds established under this section must be authorized annually before the start of the new fiscal year. Each authorization must specify the purposes for which the fund may be expended, the receipts that will be credited to the fund, the board, department or officer authorized to expend from the fund, and the limit on the total amount which may be expended in the fiscal year. For example, fees collected for an instructional class to be held at the Recreation Center would be used to cover the costs for the class including the instructor's charge and program supplies. Fees and donations collected for the Council on Aging van transportation would be used to cover the costs of running the van, just as the fees and donations received for meals at the Senior Center would be used to pay for costs related to the preparation of meals. The revenue collected for each revolving fund is used to pay for the costs directly related to the service being provided. (NOTE: If Article 10 above is not approved, the Recreation Revolving Fund as listed in this article must be removed before voting.) Recommended by Finance Committee.*

**Motion by: Melissa M. Tzanoudakis, Board of Selectmen**

I move that the Town vote to authorize the revolving funds as listed above for certain Town departments under MA General Law Chapter 44, Section 53E1/2 for the period July 1, 2015 to June 30, 2016.

*Motion required a majority and passed by unanimous voice vote.*

***Motion Carried***

**ARTICLE 12**

By: Board of Selectmen

**STRETCH ENERGY CODE**

To see if the Town will vote to enact Chapter 62-2 of the Code of the Town of Pepperell, entitled "Stretch Energy Code" for the purpose of regulating the design and construction of buildings for the effective use of energy, pursuant to Appendix 115.AA of the Massachusetts Building Code, 780 CMR, the Stretch Energy Code, including future editions, amendments and modifications thereto, which is on file with the Town Clerk; or take any other action relative thereto.

*Adoption of the "Stretch Energy Code" is the first step in the process of being designated by the State as a Green Community, which will allow the town to receive grants for energy conservation efforts and realize significant savings. Recommended by Finance Committee.*

## Background Information for Article 12 and the Green Communities Designation and Grant Program



There is one by-law on tonight's warrant that must be adopted by Pepperell so we can qualify for designation as a Green Community under the Green Communities Act. The purpose of the Green Communities Act is to assist towns in becoming more energy efficient. It is also part of the state's effort to address climate change by reducing greenhouse gas emissions. To become a Green Community, the town must meet the following five criteria:

#	Criterion	Action Needed by Pepperell to Meet Criterion
1	Provide as-of-right siting in designated locations for renewable/alternative energy generation, research & development, or manufacturing facilities.	The town's existing zoning regulations meets this criterion. To demonstrate that we meet it, Town Counsel must prepare a confirmation letter.
2	Adopt an expedited application and permitting process for the solar installations that shall not exceed 1 year from initial application to final approval.	The town's existing application and permitting process meets this criterion. To demonstrate that we meet it, Town Counsel must prepare a confirmation letter.
3	Establish a baseline energy use inventory for municipal buildings, vehicles and street and traffic lighting, and put in place a comprehensive program to reduce energy use by 20% within 5 years.	Work with the Northern Middlesex Council of Governments (NMCOG) in completing the baseline energy use inventory and in creating the 5-year/20% energy use reduction program. NMCOG is providing technical assistance under a grant program.
4	Purchase only fuel-efficient vehicles for municipal use whenever such vehicles are commercially available and practicable.	The Board of Selectmen must adopt a Fuel Efficient Vehicle Policy for the town. (Note: Police cruisers and heavy-duty vehicles (over 8,500 pounds gross vehicle weight) are exempted.)
5	Adopt the Stretch Energy Code.	<b>Article 12 - Adopt the Stretch Energy Code general bylaw at tonight's Town Meeting.</b> There is more information on the stretch energy code on the other side of this page.

The value to Pepperell of becoming a Green Community is that we will receive a designation grant of approximately \$150,000 for energy efficiency measures. We will also be eligible for competitive grants of up to \$250,000 for energy efficiency measures in the future.

Townsend was designated a Green Community in July 2012 and was awarded a designation grant of \$156,925. The town of Westford was designated as a Green Community in December of 2013 and qualified for a base grant of \$156,025. They used their grant funds, combined with \$44,831.50 in incentives from National Grid, to complete nine projects with a total value of \$200,854.50. The projects are expected to save approximately \$29,000 per year in utility expenses and additional savings in maintenance costs.

One of the significant benefits of participating in the Green Communities program is that progress is measured, which ensures goals are accomplished. The town is required to regularly report its progress in meeting the 20%/5-year energy use reduction goal, as well as report on its compliance with the other criteria. 136 communities have been designated as Green Communities and close to 40 million dollars in grants have been awarded.

The next deadline for submitting an application for designation is October, 2015. Adopting the stretch Energy Code bylaw tonight will help ensure that the town can meet the deadline and reap the benefits of becoming a Green Community as soon as possible.

## Stretch Energy Code

Massachusetts has two energy codes – a base energy code and an optional stretch energy code. Communities can adopt the stretch energy code by Town Meeting vote and it can be rescinded by Town Meeting vote.

The stretch energy code applies to new homes, residential additions and renovations, many new commercial buildings, and additions to commercial buildings. The provisions for renovations and additions apply only to the areas affected. Both the base and stretch energy codes require that the portions of a building modified by renovation be brought up to code. Additions must be constructed to code. The Stretch Energy Code further requires that doors, windows or skylights

meet Energy Star 5.0 standards and builders must complete the relevant portions of the Energy Star Thermal Bypass Inspection Checklist.

A feature of the Stretch Energy Code is that it is performance based. It requires new homes to meet a HERS (Home Energy Rating System) index rating target, rather than requiring the installation of specific energy efficiency measures. The HERS rating is a measure of a home's efficiency. It is calculated by a certified HERS rater using accredited software, which uses information on the design of the energy systems in a home to calculate the energy needs of the home and give it a rating score.

One benefit of using HERS ratings for compliance with the Stretch Energy Code is that builders do not have to install specific energy efficiency measures, they have the flexibility to choose energy efficiency measures that meet the HERS rating target. It is also a way to ensure that homes are well built. As part of the HERS rating, the HERS rater tests the home for air leakage and completes the EPA thermal checklist, which helps ensure that the home performs as designed.

Since the base energy code is updated every 3-4 years, the Stretch Energy Code must be updated periodically in order to maintain the "stretch." When the stretch energy code was first adopted, it was characterized as adopting the next version of the base energy code early, which is how it turned out. A new version of the base energy code when into effect on July 1, 2014 and buildings built to the new base energy code and the existing stretch energy code have roughly the same efficiency.

The Bureau of Building Regulations and Standards (BBRS) and the Department of Energy Resources (DOER), two state entities responsible for the building energy codes, are working on a new stretch energy code. DOER has presented to the BBRS draft language for a new Stretch Code. Basically, it would require that the performance path of the standard building code be followed in Stretch Code municipalities. If the draft proposal is accepted, the additional cost will be primarily for the HERS Rater. This is generally in the \$900 - \$1500 range for residences.

Once adopted, the stretch energy code can only go into effect on January or July 1<sup>st</sup> and there must be at least six months between the effective date and when the stretch energy code becomes mandatory. The proposed bylaw has an effective date of July 1, 2015 with a six-month transition/concurrency period that ends December 30, 2015. The stretch energy code will become the town's sole energy code on January 1, 2016.

147 communities, representing more than half of the state's population, have adopted the Stretch Energy Code. Nearby communities that have adopted it include Ashby, Ayer, Chelmsford, Lowell, Lunenburg, Shirley, Townsend, Tyngsborough and Westford. Most builders in the area are likely familiar with the stretch energy code.

**Motion by: Stephen C. Themelis, Board of Selectmen**

I move that the Town vote to enact Chapter 62-2 of the Code of the Town of Pepperell, entitled "Stretch Energy Code" for the purpose of regulating the design and construction of buildings for the effective use of energy, pursuant to Appendix 115.AA of the Massachusetts Building Code, 780 CMR, the Stretch Energy Code, including future editions, amendments and modifications thereto, which is on file with the Town Clerk.

*Motion required a majority and passed by unanimous voice vote.*

***Motion Carried***

**ARTICLE 13**

By: Board of Selectmen

**TIF AGREEMENT – 1A AUTO**

To see if the Town will vote, pursuant to M.G.L. c.40, §59, and M.G.L. c.23A, §3E and §3F, to:

- (a) approve a Tax Increment Financing Agreement between the Town and 1A Auto, Inc. and Green 1A Investments, LLC (Collectively the "Company"), in the form substantially as on file with the Town Clerk, for property shown on Assessors Map 26, Parcel 32, and Map 26, Parcel 206 (the "TIF Agreement"), which TIF Agreement provides for real estate tax exemptions at the exemption rate schedule set forth therein and approve a Certified Project application submission to the Massachusetts Economic Assistance Coordinating Council (the "EACC");

- (b) authorize the Board of Selectmen to execute the TIF Agreement, and approve submission to the EACC of the TIF Agreement and Certified Project application, all relating to the project as described in the TIF Agreement, and any necessary documents relating thereto, and to take such other actions as are necessary or appropriate to obtain approval of the TIF Agreement and Certified Project application, and related submissions and to take such other actions as necessary or appropriate to implement those documents;
- (c) Proposed Tax Increment Financing (TIF) Agreement substantially as printed below:

**TAX INCREMENT FINANCING (TIF) AGREEMENT  
(Alternatively, the “Agreement”)  
BETWEEN**

**TOWN OF PEPPERELL  
(Alternatively, the “Town”)**

**AND**

**1A AUTO, INC. (Alternatively, the “Company”) and GREEN 1A INVESTMENTS, LLC  
(Alternatively, the “Owner”)**

This **AGREEMENT** is made as of this \_\_\_ day of \_\_\_\_\_, 2015 by and between the Town, the Owner and the Company.

**WHEREAS** the Town is a Massachusetts municipal corporation acting through its Board of Selectmen having its principal office at One Main Street, Pepperell, MA 01463; and

**WHEREAS** the Owner is a Massachusetts limited liability company and the Company is a Massachusetts corporation, each having its principal office at 8 Chapel Place, Pepperell, MA 01463, and each is authorized to do business in Massachusetts; and

**WHEREAS** the Owner owns the parcels shown on the Town Assessors Map 26 as Parcels 32 and 206 (the “Parcel”), which contain an estimated 12.059 of land (the “Property”) and is shown on the map attached to this Agreement; and

**WHEREAS**, the Owner has or will cause the Property to be leased to the Company; and

**WHEREAS**, the Owner and the Company plan to construct an approximately 100,000 square foot building with parking, landscaping and other appurtenance on the Property (the “Project”) to serve as the corporate headquarters and a call center for the Company, provided that the Town enters in to this Agreement; and

**WHEREAS** the construction of the Project is intended to result in a capital investment of an estimated \$26.8 million, including \$25 million for soft and hard construction costs and related site development costs, and \$1.8 million for personal property at the Property; and

**WHEREAS** the Company plans to retain 95 full-time jobs and create 150 new, permanent full-time jobs at the Property; and

**WHEREAS** the Town is located within the boundaries of the Pepperell Economic Target Area (as that term is used in Massachusetts General Laws, Chapter 23A, Section 3D, and referred to below as the “ETA”); and

**WHEREAS** the Company intends to apply for status as a Certified Project under the Massachusetts Economic Development Incentive Program; and

**WHEREAS** the Town strongly supports increased economic development to provide additional jobs, expand business within the community, and to develop a healthy economy and stronger tax base; and

**WHEREAS** the Project will further the economic development goals and the criteria established for the ETA; and

**WHEREAS**, on March 30, 2015, the Pepperell Board of Selectmen recommended approval of the TIF Agreement to Town Meeting; and

**WHEREAS**, the Town, acting by and through its Board of Selectmen, subject to approval by Pepperell Town Meeting, hereby enters into this TIF Agreement with the Owner and the Company.

**NOW, THEREFORE**, in consideration of the mutual promises of the parties’ contained herein and other good and valuable considerations, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

## **I. TOWN'S OBLIGATIONS**

1. A Tax Increment Financing ("TIF") exemption (the "Exemption") is hereby granted to the Owner and the Company by the Town in accordance with Chapter 23A, Section 3E; Chapter 40, Section 59; and Chapter 59, Section 5 of the Massachusetts General Laws. The Exemption shall be for a period of fifteen (15) years (the "Exemption Term"), commencing in the fiscal year following the date that the Project is placed into service (i.e., pursuant to a Certificate of Occupancy, and shall provide an exemption from taxation of the new incremental value of the Property resulting from the project as follows:

Fiscal Year	Exemption Percentage
1	90%
2	90%
3	90%
4	90%
5	90%
6	85%
7	80%
8	75%
9	70%
10	60%
11	55%
12	50%
13	40%
14	40%
15	40%

2. The base valuation for the Property shall be the assessed value of the Property for the base year. The base year for purposes of this Agreement is Fiscal Year 2015. The Fiscal Year 2015 assessed valuation for the Parcels are \$430,600 and \$271,100 and shall be the base valuation for this Agreement. The parties agree that there will be no exemption from taxes on personal property pursuant to this Agreement.
3. The base valuation shall be adjusted annually by an adjustment factor which reflects increased commercial and industrial property values within the community, as provided in Chapter 40, Section 59, of the Massachusetts General Laws.

## **II. THE OWNER'S AND THE COMPANY'S OBLIGATIONS**

The Town grants the Exemption to the Company in consideration of, and commitment by, the Owner and the Company to the following:

1. The Company plans to retain 95 full-time jobs and create 150 new permanent full-time jobs to be located at the Property.
2. The Company will use reasonable efforts to utilize workforce development programs included but not limited to public institutions of higher education locally such as Middlesex Community College and the University of Massachusetts at Lowell to assist in the promotion of new permanent full-time jobs to be located at the Property for potential applicants from the Town of Pepperell.
3. The Company's job retention plans are outlined in the Employment and Job Creation section of the Certified Project application submitted to the State by the Company in connection with the Company's requests for a TIF Exemption (the "Application").
4. The Owner and the Company, as the case may be, plan to construct an approximately 100,000 square foot building on the Property for use as a corporate headquarters and call center.
5. The Owner and the Company, as the case may be, plan to invest an estimated \$26.8 million in the Project, including \$25 million for soft and hard construction costs including but not limited to plumbing, electrical, HVAC, fire protection and related site development costs, and \$1.8 million for personal property.
6. The Owner and the Company shall submit annual on-line reports to the Massachusetts Economic Assistance Coordinating Council ("EACC") on job retention and new investments at the Property for each year of the

Application designation. The annual report shall include the number of permanent full-time jobs retained and created, and the value of Project capital investments with respect to the Property annually and on a cumulative basis. The annual report shall be submitted by the end of February of each year with respect to the immediately preceding fiscal year during which this Agreement is in effect.

7. The Company plans to use reasonable efforts, to the extent permitted by law and assuming equal qualifications, to give priority to qualified Pepperell residents in its hiring of new employees for the Project. The Company plans to advertise in local newspapers and participate in local job fairs through local college and universities.
8. If the Owner and the Company fails to meet the obligations specified in Sections 1, 2, 4, 5, 6, or 7 the Town, acting by and through its Board of Selectman with the approval of Town Meeting, may take action to request decertification of the Project by the EACC. Prior to taking any action to request decertification of the Project by the EACC, the Town shall give written notice of the alleged default to the Owner and the Company and provide an opportunity to meet with the Town officials to discuss a cure to the alleged default. The Owner and the Company shall have thirty (30) days from the receipt of such written notice to respond to the Town regarding any alleged default and one-hundred and twenty (120) days of the receipt of such written notice to remedy such default, or with respect to defaults which cannot be remedied within such one-hundred and twenty (120) day period, within such additional period of time as is required to reasonably remedy such default, provided the Owner and/or the Company exercises due diligence in the remedying of such default. The time within which the Owner and the Company shall be required to perform any of the respective acts or obligations under this Agreement shall be extended to the extent that the performance of such obligations shall be delayed by a Force Majeure Event. A "Force Majeure Event" means any events or occurrences (such as acts of God, earthquakes, fire, acts of terrorism, war, labor disputes, delays or restrictions by government bodies, or market-wide economic circumstances) that are beyond the reasonable control of the Owner and the Company.
9. If the Company plans to move business operations from the Property, the Town shall be given sixty (60) days advance written notice.

### **III. OTHER CONSIDERATIONS**

1. Pursuant to 760 C.M.R. 22.05(8) (d), this Agreement shall be binding upon and inure to the benefit of the parties, their respective successors and assigns, and subsequent owners of the Property, so long as the Project has not been decertified by the EACC.
2. The matters described above as obligations of the Owner and the Company are only conditions to the eligibility for tax exemptions under this Agreement, and do not create any generally enforceable obligations or covenants of the Owner or the Company. The Town's sole remedies for failure by the Owner and the Company to satisfy any of its respective obligations and conditions are as set forth in Paragraph 7 under the Owner's and the Company's Obligations section. The Town may seek to enforce such remedies in a court of competent jurisdiction in Massachusetts.
3. This Agreement is subject to Massachusetts General Laws Chapter 23A, Section 3A-3F inclusive, Chapter 40, Section 59, and Chapter 59, Section 5, cl. 51 and applicable regulations.
4. Should any provision of the Agreement be declared or determined by a court of competent jurisdiction to be illegal or invalid, the validity of the remaining parts, terms, and provisions shall not be affected thereby and said illegal or invalid part, term or provision shall be deemed not to be a part of the Agreement.

**WITNESSETH** the execution and delivery of this Agreement by the Town, the Owner and the Company as an instrument under seal as of the date first above written.

#### **AGREED TO:**

**1A Auto, Inc.**

**Town of Pepperell**

By: \_\_\_\_\_

\_\_\_\_\_

Board of Selectmen

Name: \_\_\_\_\_

Title: \_\_\_\_\_

\_\_\_\_\_

Board of Selectmen

\_\_\_\_\_  
Date of Signature

\_\_\_\_\_  
Board of Selectmen

**Green 1A Investments, LLC**

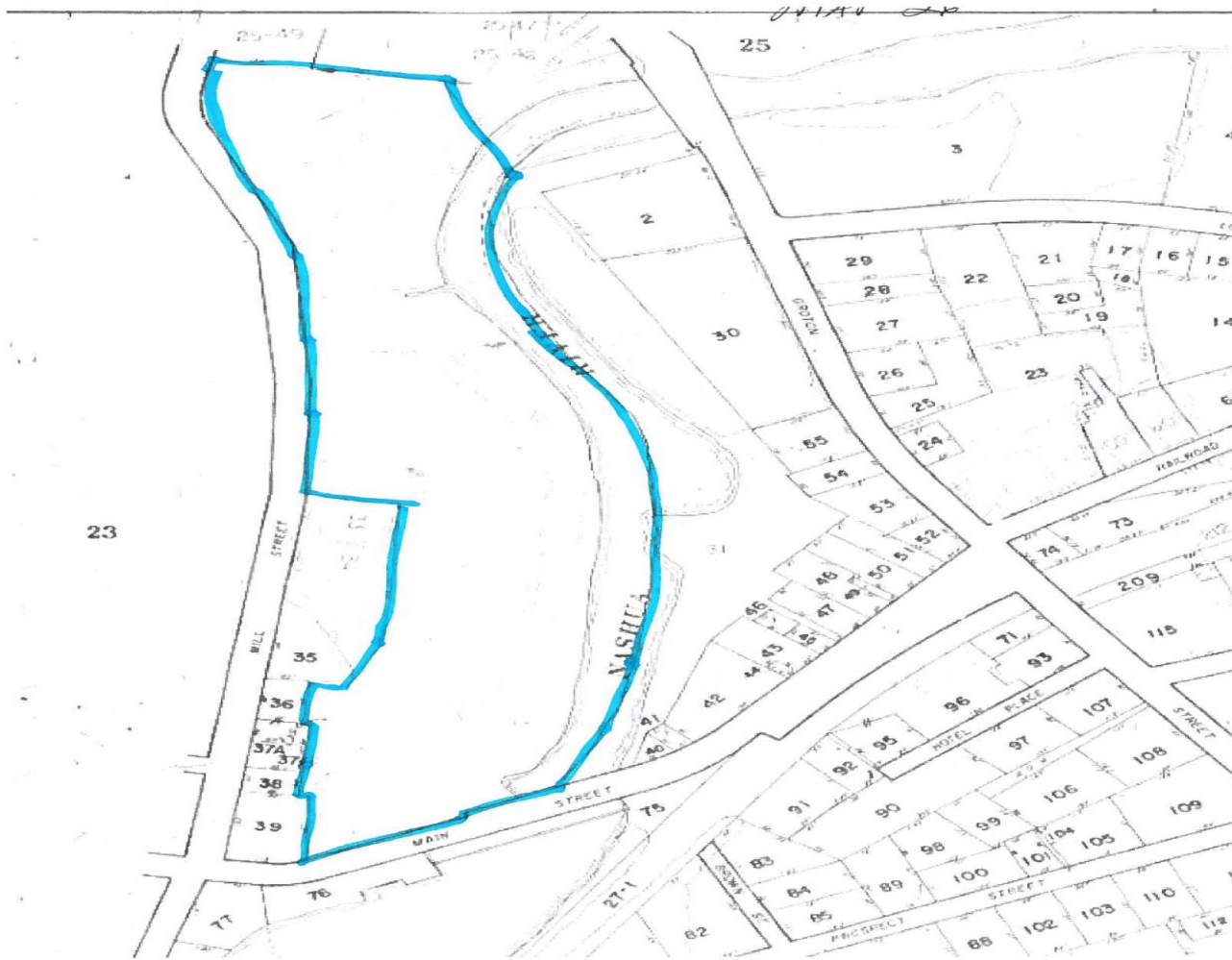
By:\_\_\_\_\_

Name:\_\_\_\_\_

Title:\_\_\_\_\_

\_\_\_\_\_  
Date of Signature

**Pepperell Assessor’s Map**



*This article would provide economic incentives to 1A Auto to establish an estimated 100,000 square foot building on the former “Mill Site” as their international headquarters. Legislative changes to the Economic Development Incentive Program (EDIP) were passed by the State Legislature and signed into law by the Governor in August of 2014. The EDIP was established in 1993, and revised in 2014, to stimulate job creation, attract new businesses, encourage existing businesses to expand, and increase overall economic development readiness. Tax Increment Financing (TIF) is a tool in this program. The TIF Agreement, describes the obligations agreed upon by the municipality and all the applicant making the private investment and creating jobs. The municipality and the prospective Certified Project candidate agree to a property tax exemption based on a percentage of the value added through new construction or significant improvement for a period of no less than five and no more than twenty years.*

### ***Company Background***

*1A Auto is a second-generation, family-owned business providing automotive parts and solutions. Headquartered in Pepperell, Massachusetts, with facilities in Arizona and Kansas, 1A Auto has been operated by the Green family since 1990. In 1999, the Company expanded to sell aftermarket auto parts online and has grown into a national leader in this category since that time. 1A offers a vast selection of brands and more than 100,000 consumer products, such as lights, mirrors, suspension parts, wheel hubs, window motors, door handles, and switches. 1A Auto sends approximately 1.5 million shipments to customers annually.*

*As personal shopping time grows more limited, time-pressed consumers are increasingly turning to e-commerce solutions for their purchasing needs. In response, 1A Auto has developed a digital library of more than 3,000 online instructional video tutorials, which have received over 100 million views. The Company also employs expert support technicians who provide customers with a positive auto repair experience. This advantage will ensure the Company remains a market leader and will be among the most competitive in the industry.*



### ***Expansion Project***

*Due to increased customer demand and the need to attract and retain employees, 1A Auto has realized the need to expand and construct an attractive modern facility. A real estate site search has been conducted and a viable option has been identified in Pepperell.*

### ***What is a TIF?***

*Tax Increment Financing (TIF) is a feature of the Commonwealth's Economic Development Incentive Program (EDIP). A TIF provides a company with a sliding scale property tax exemption of up to 20 years, based on the increased incremental assessed value of the project property due to on-site investments.*

- *The Town continues to receive 100% of the existing real estate taxes on the base value of the site.*
- *The tax incentive is a discount on the projected new taxes at the property during the life of the proposed TIF.*
- *The Town does not lose any existing tax revenue on the existing property.*

*It is essential that communities remain competitive in retaining and attracting businesses. A TIF is a useful economic development tool that provides both short- and long-term benefits to the town, region and Commonwealth of Massachusetts.*

### **TIF Proposal Projections**

15-year TIF Exemption Percentage Terms

90-90-90-90-90-85-80-75-70-60-55-50-40-40-40

### **Current Base Annual Real Estate Taxes to Pepperell**

Current annual taxes paid to Pepperell \$11,192

Current taxes paid to Pepperell over a 15-year period \$167,880

*Assessed value or tax rate may change annually*

### **Estimated New Revenue to Pepperell**

Real estate tax revenue with TIF to Pepperell over a 15-year period \$449,024

Permit fees \$65,000

**Total Estimated New Revenue to Pepperell over 15-year period \$514,024**

**Combined Estimated Revenue to Pepperell**

**Combined Tax Revenue to Pepperell over a 15-year period \$681,904**

*Base plus new*

*Recommended by Finance Committee.*

### **Motion by: Stephen C. Themelis, Board of Selectmen**

I move that the Town vote, pursuant to M.G.L. c.40, §59, and M.G.L. c.23A, §3E and §3F, to:

approve a Tax Increment Financing Agreement between the Town and 1A Auto, Inc. and Green 1A Investments, LLC (Collectively the "Company"), in the form substantially as on file with the Town Clerk, for property shown on Assessors Map 26, Parcel 32, and Map 26, Parcel 206 (the "TIF Agreement"), which TIF Agreement provides for real estate tax exemptions at the exemption rate schedule set forth therein and approve a Certified Project application submission to the Massachusetts Economic Assistance Coordinating Council (the "EACC");

authorize the Board of Selectmen to execute the TIF Agreement, and approve submission to the EACC of the TIF Agreement and Certified Project application, all relating to the project as described in the TIF Agreement, and any necessary documents relating thereto, and to take such other actions as are necessary or appropriate to obtain approval of the TIF Agreement and Certified Project application, and related submissions and to take such other actions as necessary or appropriate to implement those documents.

*Motion to move the question made by Phillip D. Durno required a majority and passed by majority voice vote.*

*Motion required a majority and passed by unanimous voice vote.*

***Motion Carried***



## ARTICLE 14

By: Board of Selectmen

### EMERGENCY SERVICE COST REIMBURSEMENT

To see if the Town will vote to recover the costs of providing emergency Fire, Police and other Town Department response services for motor vehicle accident(s) and hazardous materials releases from the parties responsible; to authorize the Selectmen to adopt regulations to define the nature and method of assessment of such costs, including all direct and indirect costs associated with rendering and collecting for emergency services rendered, and establish fees therefore; and to authorize the Selectmen and Town Administrator in conjunction with the Pepperell Fire Department, directly or indirectly through a third party billing service, to demand, recoup and or collect such costs from responsible individuals, business entities and/or insurance carriers that have provided insurance coverage applicable to such emergency services, or take any other action relative thereto.

*This article would provide a financial mechanism for the Town to recoup costs associated with motor vehicle accidents and/or the release of hazardous materials from insurance companies. For example, this includes the recovery of costs associated with Town personnel, including Fire, Police and Town Departments that have responded to these emergencies. Additionally, this includes overtime, emergency response services and any other costs associated with the emergency. The Town is exploring various ways to recover its costs and be made whole for professionally responding to motor vehicle accidents and/or the release of hazardous materials. Recommended by Finance Committee.*

**Motion by: Michelle R. Gallagher, Board of Selectmen**

I move that the Town vote to recover the costs of providing emergency Fire, Police and other Town Department response services for motor vehicle accident(s) and hazardous materials releases from the parties responsible; to authorize the Selectmen to adopt regulations to define the nature and method of assessment of such costs, including all direct and indirect costs associated with rendering and collecting services rendered, and establish fees therefore; and to authorize the Selectmen and Town Administrator in conjunction with the Pepperell Fire Department, directly or indirectly through a third party billing service, to demand, recoup and/or collect such costs from responsible individuals, business entities and/or insurance carriers that have provided insurance coverage applicable to such emergency services.

*Motion required a majority and passed by unanimous voice vote.*

***Motion Carried***

## ARTICLE 15

By: Planning Board

### OPEN SPACE RESIDENTIAL DEVELOPMENT

To see if the Town will vote to delete in its entirety Section 7100. Open Space Residential Development and replace it with the following, or take any other action thereto:

#### **7100. OPEN SPACE RESIDENTIAL DEVELOPMENT**

**7110. Purpose.** The primary purposes of this bylaw are to:

- Further the goals and policies of the Pepperell Master Plan and Open Space and Recreation Plan;
- Provide for the by-right construction of Open Space Residential Development (OSRD);
- Enhance protection of the priority parcels for conservation as identified in the current Pepperell Open Space Plan;
- Encourage the permanent preservation of open space, agricultural land, forestry land, wildlife habitat, other natural resources including aquifers, water bodies and wetlands, and historical and archaeological resources;

- Enhance the protection of family farms in Pepperell; Enable landowners to realize equity from development of a small percentage of their land while current uses continue on the majority of the property;
- Connect open space created within OSRDs with existing conservation areas whenever possible;
- Encourage a less sprawling and more efficient form of development that consumes less open land and conforms to existing topography and natural features;
- Minimize the total amount of disturbance on sites undergoing development;
- Promote the incorporation of Low Impact Development and Green Infrastructure into development designs;
- Facilitate the construction and maintenance of streets, utilities, and public services in a more economical and efficient manner;
- Reduce the construction and maintenance costs of town-owned infrastructure;
- Expedite the permitting of projects;
- Provide for a diversified housing stock including providing affordable housing to persons of low and moderate income; and
- Reduce energy consumption and greenhouse gas emissions;

#### **7120. Definitions.**

Homeowners Association (HOA) shall mean the corporation, trust, or association owned by the unit owners within an Open Space Residential Development and used by them to manage and regulate their affairs, including any commonly owned land or facilities.

Open Space Residential Development (OSRD) shall mean a process for the development of land that: (a) calculates the amount of development allowed up-front by formula; (b) requires an open space analysis to identify the significant natural, cultural, and historic features of the land; (c) concentrates development, through design flexibility and reduced dimensional requirements, in order to preserve those features; and (d) permanently preserves at least 50% percent of the land in a natural, scenic or open condition or in agricultural, farming or forest use.

Building Envelope shall mean the area, as shown on a subdivision or site plan, in which all homes and accessory buildings shall be built according to the setbacks of this section.

**7130. Applicability.** OSRD is allowed by right under zoning, subject to the procedural requirements of the OSRD regulations, as applicable, and any other generally applicable non-zoning land use regulations, and may be proposed within the Rural Residence, Recreation Residence, Town Residence, and Suburban Residence zoning districts in the Town of Pepperell. Single family and duplex housing developments (including residential subdivisions or residential developments where the property is held in condominium, cooperative ownership, or other form where the property is not subdivided) may be developed in compliance with the provisions of this section..

All proposed OSRDs must conduct an open space analysis as part of their application package. Open space analysis refers to the process by which the applicant and the Planning Board, in consultation with the Conservation Commission, determine which areas in a tract proposed for an OSRD qualify and are designated primary and secondary conservation areas as described in the OSRD Regulations, with the remaining land being the potentially developable area. The process of conducting an open space analysis is described in the OSRD regulations.

ANR applicants may voluntarily apply for an OSRD under this Section. The plan shall be subject to the Town of Pepperell Rules and Regulations governing the Subdivision of Land.

If the proposed OSRD proposes a use and/or dimensional regulations that require a special permit elsewhere in the Protective Zoning Bylaws, the regulations and requirements of this Section shall prevail.

**7140. Yield - Allowable Residential Units.** The base maximum number of residential units in an OSRD is calculated using a formula based on the net acreage of the property. This formula takes into account site-specific development limitations that make some land less suitable for development than other land. This calculation involves two steps, calculating the net acreage and dividing by the allowed density.

7141. Net Acreage Calculation. The factors named below are included for net acreage calculation purposes only and do not address any regulatory constraints on development siting that are not contained in other applicable provisions of law, including this zoning bylaw. To determine net acreage, subtract the following from the total (gross) acreage of the site:

Half (50%) of the acreage of land with slopes of 20% or greater;

Half (50%) of the total area of land subject to easements or restrictions prohibiting development, lakes, ponds, vernal pools, 100-year floodplains as most recently delineated by FEMA, Zone I and A around public water supplies, and wetlands as defined in Chapter 131, Section 40 of the Massachusetts General Laws and any state or local regulations adopted there under, as delineated by an accredited wetlands specialist and approved by the Conservation Commission; and

Seven (7%) percent of the remaining site area after the areas of A and B are removed to account for subdivision roads and infrastructure.

7142. Unit Count Calculation. The base maximum number of allowable residential dwelling units on the site is determined by dividing the net acreage by the required area (allowed density) for a dwelling unit in the district under this bylaw. Fractional units of less than .5 shall be rounded down and .5 or more shall be rounded up. The required acreage for each district is:

District	Required Area per Unit
Rural Residence	80,000 sq.ft.
Recreation Residence	80,000 sq.ft.
Town Residence	80,000 sq.ft.
Suburban Residence	40,000 sq.ft.

Note: the above area requirements are used to determine the number of allowable units; they are not the minimum OSRD lot sizes for the applicable districts, which are found below in the Dimensional Requirements section of this bylaw.

The actual number of lots realized may vary from the amount calculated by the above method due to State and Local Health laws and regulations governing the placement of wells and septic systems on a building lot. In all cases, each proposed lot must meet State and Local Health laws and regulations, subject to the provisions of the Town of Pepperell OSRD bylaw and accompanying regulations.

Example Yield Calculation:

*This example supposes a 40 acre tract proposed for subdivision through application of this OSRD bylaw. This tract contains 4 acres of steep slopes and 8 acres of wetlands. To calculate the net developable area or net acreage, first subtract half the area in steep slopes (2 acres), as well as half the area in wetlands (4 acres), from the total area of the parent parcel (40 acres) to arrive at 34 acres. From this figure, subtract 7% of the area for roads and infrastructure (2.38 acres), to arrive at a net acreage of 31.6 acres.*

*This number is then converted to square feet (acres x 43,560) and the resulting number (1,377,367) divided by the minimum lot size in the underlying district, which, in this case, is the Rural Residence district with a minimum lot size of 80,000 square feet. The resulting figure is 17.2, which is rounded down to 17, which is the number of permissible units before the issuance of any bonus units pursuant to the provisions of this bylaw and any associated regulations. It should also be noted that the required open space is 50% of the parent tract, which in this case is 50% of 40 equals 20 acres.*

7143. Lots in More than One District. For lots in more than one district, the allowable unit count (excluding bonuses) and required open space for each district shall be determined first. These totals shall be added together and then rounded as above. The allowable maximum bonus for the entire development shall be calculated based upon this combined total number of units.

**7150. General Requirements.** Single-family dwellings in Pepperell are permitted by right in residential zoning districts. Two-family (duplex) dwellings may be allowed provided that the overall density of the project is not compromised and it will not be detrimental to the surrounding area and adequate parking and traffic flow are available.

**7160. Dimensional Requirements.** Lot size and shape, placement, and other dimensional requirements within an OSRD are subject to the following limitations:

Objectives: Lots/dwellings shall be located and arranged to advance the resource conservation objectives of the Master Plan and the Open Space and Recreation Plan and to protect views from roads and other publicly accessible points; farmland; wildlife habitat; large intact forest areas; hilltops; ponds; steep slopes; and other sensitive environmental resources.

Monuments: Industry accepted monuments of a type consistent with the use of the open space should clearly delineate the boundaries of the protected open space in a manner that facilitates monitoring and enforcement.

Building Envelope: All plans submitted under this section shall show the building envelopes for each proposed house lot; which is the area within all front, side and rear yard setbacks as specified below.

Lot Sizes and Setbacks: Lot sizes within an OSRD may be reduced from those in the underlying zoning districts, provided that the following minimum lot sizes apply.

Zoning District	Minimum Lot Size	Minimum Frontage*	Front/Rear Setback**	Side Setback**
Rural Residence	20,000 sq.ft.	40 feet	20 feet	15 feet
Recreation Residence	20,000 sq.ft.	40 feet	20 feet	15 feet
Town Residence	20,000 sq.ft.	40 feet	20 feet	15 feet
Suburban Residence	8,000 sq.ft.	40 feet	20 feet	15 feet

\*Frontage: Building lots within an OSRD shall have a minimum of forty (40) feet of frontage. Each lot must have adequate access as determined by the Planning Board. A reduction in frontage to a minimum of twenty (20) feet may be allowed to access rear lots if the plan proposes use of a common driveway.

\*\*Setbacks: The minimum front yard and rear yard setbacks shall be 20 feet. Minimum side yard setbacks shall be 15 feet. In no event shall principal structures (whether single-family, two-family, or any other principal use) be closer than 30 feet to each other. However, any proposed lot that abuts existing residential property shall have a minimum side yard setback requirement equal to that of the existing side yard setback of the residential zoning district of the abutting property.

**7170. Open Space Requirements.**

7171. Minimum Percentage of Open Space. A minimum of 50% of the total land area of the OSRD shall be set aside as permanently conserved open space. A greater percentage may be set aside voluntarily or in exchange for additional housing units as authorized by the Planning Board.

Up to ten (10%) percent of the total land area within an OSRD may be used for water supply wells and associated infrastructure, subsurface leaching fields and other underground components of wastewater systems, rain gardens, constructed wetlands, and other decentralized storm water management systems consistent with Low Impact Development (LID) that serve the Open Space

Design. Treated storm water may be discharged into the protected open space or land subject to a restrictive covenant.

This above described area can count towards the 50% protected open space requirement, and is subject to Restrictive Covenant pursuant to Article 97 of the of the Articles of Amendment to the Constitution of the Commonwealth of Massachusetts and M.G.L. Chapter 184, Sections 26-33, which shall be approved by the Planning Board and Board of Selectmen. All protected land is to be delineated on the approved plans.

7172. Contiguity of Open Space. Preserved open space shall be contiguous to the greatest extent practicable, with due consideration given to open space on abutting parcels. Where noncontiguous pockets of open space are preferable to protect conservation areas, applicants shall attempt to connect these resource areas to the greatest extent practicable with the use of trails and/or vegetated corridors. Open Space will still be considered contiguous if it is separated by a shared driveway, roadway or an accessory amenity (such as a barn, paved pathway or trail, or shed for the storage of recreational equipment).
7173. Permanent Conservation of the Required Open Space. Any land required to be set aside as open space, voluntarily preserved in excess of that which is required, conserved as a condition of the approval, or protected in exchange for additional density, shall be permanently protected pursuant to Article 97 of the Articles of Amendment to the Constitution of the Commonwealth of Massachusetts through a perpetual restriction under M.G.L. Chapter 184 Section 26-33 approved by the Commonwealth of Massachusetts, the Planning Board, and the Board of Selectmen and must be held by the Town of Pepperell.

Land conveyed to the Town of Pepperell shall be by a deed and the deed shall reference that the land is for the purpose of conservation or recreation uses as appropriate and as defined in the Conservation Restriction. Said deed shall be duly recorded and indexed in the Registry of Deeds or registered in the Land Court for the County or District where the land lies and shall affect its title.

Any proposed open space that does not qualify for protection or that is rejected from inclusion in the Conservation Restriction shall be subject to a Restrictive Covenant in perpetuity pursuant to M.G.L. Chapter 184, Sections 26-30, and shall be approved by the Planning Board and Board of Selectmen and held by or for the benefit of the Town of Pepperell.

The restriction shall specify the prohibited and permitted uses of the restricted land, which would otherwise constitute impermissible development or use of the open space. The restriction may permit public access or access by residents of the development to the protected land.

7174. Timing. Any restriction or other legal documentation necessary regarding the conservation of open space as required herein are to be recorded with the Middlesex South District Registry of Deeds before lots are released or building permits are issued, whichever comes first.
7175. Allowable and Prohibited Uses of the Open Space. The Conservation Restriction shall set forth the conservation, preservation, education, recreation, protection or any combination of allowed uses and/or prohibited uses of the open space pursuant to Article 97 and M.G.L. Chapter 184 Section 26-33.

The Conservation Restriction may allow for a small portion of the open space, not to exceed 5%, be paved or built upon to complement the specified use of the open space (i.e. barns, parking, kiosks, walkways, and bike paths) so long as the conservation values of the open space are not compromised.

The open space may be used as the land subject to a restriction for the purpose of an aggregate calculation under Title V.

7176. Ownership of the Open Space: At the applicant's discretion and with Planning Board approval, the open space may be owned and maintained by:

- (1) A private owner for agricultural, horticultural, forestry or any other purpose not inconsistent with the conservation restriction;
- (2) A non-profit organization or agency of the Commonwealth, with their consent, whose principal purpose is the conservation of open space for any of the purposes set forth herein;
- (3) The Pepperell Conservation Commission or Parks and Recreation Commission; or
- (4) A homeowners association (HOA) as defined herein owned jointly or in common by the owners of the property within the project.

If option four is selected the following shall apply:

- a. The documents organizing the HOA shall be drafted and approved by the Planning Board before final approval of the OSRD development, recorded prior to the issuance of building permits, comply with all applicable provisions of state law, and pass with conveyance of the lots or units in perpetuity. Each individual deed, and the deed, trust, or articles of incorporation, shall include language designed to effect these provisions.
- b. Membership must be mandatory for each property owner, who must be required by recorded covenants and restrictions to pay fees to the HOA for taxes, insurance, and maintenance of common open space, private roads, and other common facilities.
- c. The HOA must be responsible in perpetuity for liability insurance, property taxes, the maintenance of recreational and other facilities, private roads, and any shared driveways.
- d. Property owners must pay their pro rata share of the costs in subsection c above, and the assessment levied by the HOA must be able to become a lien upon individual properties within the OSRD.
- e. The HOA must be able to adjust the assessment to meet changed needs.
- f. The applicant shall make a conditional grant to the Town of Pepperell, binding upon the HOA, of the fee interest to all open space to be conveyed to the HOA. Such offer may be accepted by the town, at the discretion of the Board of Selectmen, upon the failure of the HOA to take title to the open space from the applicant or other current owner, upon dissolution of the association at any future time, or upon failure of the HOA to fulfill its maintenance obligations hereunder or to pay its real property taxes.
- g. Ownership shall be structured in such a manner that real property taxing authorities may satisfy property tax claims against the open space lands by proceeding against individual property owners in the HOA and the dwelling units they each own.
- h. Town Counsel must find that the HOA documents presented satisfy the conditions in Subsections a through g above, and such other conditions as the Planning Board shall deem necessary.

Selection of ownership option one, two, or four requires:

- a. The conveyance of a conservation restriction as outlined herein; and
- b. The granting of an access easement over such land sufficient to ensure its perpetual maintenance as agricultural, conservation, or recreation land. Such easement shall

provide that in the event the trust or other owner fails to maintain the open space in reasonable condition, the Town of Pepperell may, after notice to the lot owners and public hearing, enter upon such land to maintain it in order to prevent or abate a nuisance. The cost of such maintenance by the town shall be assessed against the properties within the development and/or to the owner of the open space. Pursuant to G.L. Chapter 40 Section 58 the town may file a lien against the lot or lots to ensure payment for such maintenance. Pursuant to G.L. Chapter 40 Section 57 the town may also deny any application for, or revoke or suspend a building permit or any local license or permit, due to neglect or refusal by any property owner to pay any maintenance assessments levied.

7177. Maintenance. The Planning Board shall require the establishment of ongoing maintenance standards as a condition of development approval to ensure that utilities are properly maintained and the open space land is not used for storage or dumping of refuse, junk, or other offensive or hazardous materials. Such standards shall be enforceable by the Town against any owner of open space land, including an HOA. If the Board of Selectmen finds that the maintenance provisions are being violated to the extent that the condition of the utilities or the open land constitutes a public nuisance, it may, upon 30 days written notice to the owner, enter the premises for necessary maintenance, and the cost of such maintenance by the Town shall be assessed ratably against the landowner or, in the case of an HOA, the owners of properties within the development, and shall, if unpaid, become a property tax lien on such property or properties.
- 7180. Submission Requirements.** Applications for approval of an OSRD shall be submitted following the requirements of the Planning Board OSRD Regulations and the Town of Pepperell ‘Rules and Regulations Governing the Subdivision of Land’. The application for an OSRD shall follow the same review procedures and timelines as specified in the ‘Town of Pepperell ‘Rules and Regulations Governing the Subdivision of Land’.
7181. Application. An applicant for an OSRD shall submit to the Planning Board an Application for Approval of a Definitive Subdivision according to the procedures and provisions of the Town of Pepperell ‘Rules and Regulations Governing the Subdivision of Land’.
7182. Open Space Analysis. In order to enable the Planning Board to determine whether or not a proposed OSRD satisfies the purposes and standards of this Section, an applicant must present sufficient information on the environmental and open space resources for the Planning Board to make such determination. The required information shall be provided in the form of an open space analysis as described in the OSRD Regulations. In the case of an OSRD that is not a subdivision the Planning Board may require the submission of all or only part of an open space analysis as described in the OSRD regulations. Proposed use(s) of the open space consistent with this Section shall be specified in the application.
7183. Conditions of Approval. The Planning Board may place conditions upon the approval of an OSRD plan according to the procedures and provisions of the Town of Pepperell ‘Rules and Regulations Governing the Subdivision of Land’.
7191. Waiver from Compliance. The Applicant shall adhere to strict compliance with the requirements of this Section. If the Applicant seeks a waiver from the requirements of this Section, the request must be submitted in writing and must identify the specific relief being sought and must include evidence or statements that the granting of the waiver shall still maintain the intent and purpose of this Bylaw and shall still be consistent with the best interest of the Town of Pepperell.
- 7190. Decision of the Planning Board.** If granted, a final decision, with conditions, if appropriate, shall be issued to the applicant. Such decision shall be recorded at the Middlesex South District Registry of Deeds and evidence of recording shall be presented to the Planning Board prior to the issuance of any building permits.

*Through a grant provided by the Mass Audubon, the Nashua River Watershed Association worked with the Planning Board to update the Open Space Residential Development (OSRD) bylaw utilizing the State's new model bylaw. The Pepperell Zoning Bylaw currently has a section allowing OSRD, but for various reasons, including the need to obtain both special permit and subdivision approval; the bylaw has been infrequently used. An effective OSRD bylaw can help a town preserve its open spaces and scenic and cultural resources in the face of development pressure; but it must be user friendly and not time consuming for applicants and the Planning Board. The proposed revised OSRD bylaw preserves the most important features of the existing bylaw while making the process easier for applicants and the Planning Board.*

**Motion by: Anna J. MacDonald, Planning Board**

I move that the Town vote to take no action on Article 15 and is recommended for further study.

*Motion required a majority and no action was taken.*

**ARTICLE 16**

By: Board of Health

**BOARD OF HEALTH FEES**

To see if the Town will vote to set the following fees for the Board of Health:

	Current Fee	Change
Campground/Recreational Camp	10.00	50.00
Manufactured Housing Community	10.00	50.00
Frozen Dessert License	25.00	50.00
Milk/cream license	2.00	10.00

Or take any other action relative thereto.

*The reason for the increase in these fees is due in part because the Board of Health determined it was time to restructure the fee schedule. In doing so it was apparent that the fee schedule had not been evaluated in approximately 10 years. The fee schedule requires a Town Meeting vote for approval. Recommended by Finance Committee.*

**Motion by: Phillip D. Durno, Board of Health**

I move that the Town vote to set the following fees for the Board of Health:

	Fee
Campground/Recreational Camp	50.00
Manufactured Housing Community	50.00
Frozen Dessert License	50.00
Milk/cream license	10.00

*Motion required a majority and passed by unanimous voice vote.*

***Motion Carried***

**ARTICLE 17**

By: Highway Superintendent

**REPLACEMENT OF DRAINAGE SYSTEMS**

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$55,500 to replace two drainage systems, one on Herget Drive and one on Heald Street; said appropriation to be under the control of the Highway Superintendent, or take any other action relative thereto.

*The Highway Department is requesting \$55,000 to repair and replace 2 defunct drainage systems on Heald Street and Herget Drive. These systems are 50+ years old and have failed. Due to budget and staffing reductions, this*



*work cannot be performed in-house and under the approved operating budget, and will need to be contracted. Recommended by Finance Committee.*

**Motion by: Peter J. Shattuck, Highway Superintendent**

I move that the Town vote to take no action on Article 17.

*Motion required a majority and no action was taken.*

**ARTICLE 18**

By: Board of Selectmen

**NMCOG STORMWATER COLLABORATIVE**

To see if the Town will vote to appropriate a sum not to exceed \$5,000 to fund the town's membership in the Stormwater Collaborative, a 13-community consortium duly organized by the North Middlesex Council of Governments; or take any other action relative thereto.

*The Town of Pepperell currently is a member of a 13-town storm water consortium organized through the North Middlesex Council of Governments (NMCOG). The purpose of this organization is to provide a forum to share information and ideas, to lobby for the member communities interests, and to leverage cost-effective procurement for storm water related services such as consulting, GIS applications, lab testing and CB cleaning. The collaborative had been funded through a Community Innovation Challenge (CIC) grant, but the funding was cut by the state. With the upcoming NPDES/MS4 Storm water permitting requirements facing the town, we are requesting the appropriation of a sum not to exceed \$5,000 to continue this mutually beneficial endeavor. Recommended by Finance Committee.*

**Motion by: Stephen C. Themelis, Board of Selectmen**

I move that the Town vote to appropriate \$5,000 from Free Cash to fund the town's membership in the Storm water Collaborative, a 13-community consortium duly organized by the North Middlesex Council of Governments.

*Motion required a majority and passed by unanimous voice vote.*

***Motion Carried***

*Motion to adjourn made and seconded and passed by unanimous voice vote.*

*The Meeting was adjourned at 9:39 p.m.*

And you will serve this warrant by posting a true and attested copy of same, in said Town, seven days prior to the time of said meeting. Hereof fail not and make due return of your doings herein to the Town Clerk on or before the time appointed for said meeting. Given under our hands this 17<sup>th</sup> day of April, A.D. 2015.

Michael L. Green, Chairman

Michelle R. Gallagher, Clerk

Stephen C. Themelis

PEPPERELL BOARD OF SELECTMEN

CONSTABLE OF PEPPERELL

## 2015 SPECIAL TOWN MEETING – OCTOBER 26, 2015

The **Special Town Meeting** was called to order at 8:35 p.m. by Scott N. Blackburn, Moderator.

The Meeting said the Pledge of Allegiance.

The Town Clerk, Lisa M. Ferolito, read the notice of the posting of the warrant.

Registrars checking voters in were Jane E. Eshleman, Kathryn P. Pries, and Sharon T. Tetreault.

The Counter was Gregory J. Rice.

The Moderator announced that a quorum was present and announced the location of exits.

### COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss:

To either of the constables of the Town of Pepperell, in said county,

GREETINGS:

In the name of the Commonwealth aforesaid, you are hereby required to notify and warn the inhabitants of said Town qualified according to law to vote in state, county, district and town affairs to assemble at the NISSITISSIT MIDDLE SCHOOL, in said Town, on Monday, the 26<sup>th</sup> of October, A.D. 2015 at 7:30 PM to act on the following articles:

### SPECIAL TOWN MEETING

October 26, 2015

#### PRELIMINARY MOTION:

**Motion by: Stephen C. Themelis, Board of Selectmen**

I move that the Moderator may allow non-voters or non-residents to speak on issues related to Special Town Meeting warrant articles where appropriate.

**Motion required a majority vote and passed by unanimous voice vote.**

**Motion Carried**

#### ARTICLE 1

##### COMPENSATION PLAN

To see if the Town will vote to amend its Compensation Plan established pursuant to Chapter 41, Section 108A, of the Massachusetts General Laws, and Pursuant to Chapter 31 of the Code of the Town of Pepperell, by deleting Appendices B, C and D of the Compensation Plan, and by inserting the text of said Appendices as follows, which reflects a Fiscal Year 2016 increase of 2.25% effective December 27, 2015:

##### APPENDIX B - HOURLY COMPENSATION PLAN

FISCAL 2016 (EFFECTIVE DECEMBER 27, 2015)

##### REGULAR FULL-TIME AND REGULAR PART-TIME HOURLY EMPLOYEES

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
1	14.35	14.92	15.52	16.14	16.78	17.45
2	15.20	15.81	16.45	17.10	17.79	18.50

3	16.74	17.41	18.10	18.83	19.58	20.36
4	18.39	19.13	19.90	20.69	21.52	22.38
5	20.26	21.07	21.91	22.78	23.70	24.64
6	22.28	23.17	24.10	25.06	26.06	27.11
7	24.50	25.48	26.50	27.56	28.66	29.81
8	26.96	28.04	29.16	30.33	31.54	32.81
9	29.65	30.84	32.07	33.36	34.69	36.08
10	32.61	33.91	35.27	36.68	38.15	39.67

APPENDIX C - SALARY  
COMPENSATION PLAN

FISCAL 2016 (EFFECTIVE DECEMBER 27, 2015)

REGULAR FULL-TIME AND REGULAR PART-TIME SALARIED EMPLOYEES

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
1	14.35	14.92	15.52	16.14	16.78	17.45
2	15.20	15.81	16.45	17.10	17.79	18.50
3	16.74	17.41	18.10	18.83	19.58	20.36
4	18.39	19.13	19.90	20.69	21.52	22.38
5	20.61	21.44	22.30	23.19	24.11	25.08
6	23.09	24.01	24.97	25.97	27.01	28.09
7	25.86	26.89	27.97	29.09	30.25	31.46
8	28.98	30.14	31.34	32.60	33.90	35.26
8a	30.73	31.96	33.23	34.56	35.95	37.38
9	32.42	33.72	35.07	36.47	37.93	39.45
9a	34.51	35.89	37.33	38.82	40.37	41.99
10	36.33	37.78	39.29	40.87	42.50	44.20

APPENDIX D  
COMPENSATION PLAN

FISCAL 2016 (EFFECTIVE DECEMBER 27, 2015)

SEASONAL, TEMPORARY & NON-REGULARLY SCHEDULED EMPLOYEES

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
0	9.51	9.89	10.29	10.70	11.12	11.57
1	14.35	14.92	15.52	16.14	16.78	17.45
2	15.21	15.82	16.46	17.11	17.80	18.51
3	16.74	17.41	18.10	18.83	19.58	20.36
4	18.41	0.00	0.00	0.00	0.00	22.40
4a	19.88	0.00	0.00	0.00	0.00	0.00
5	20.25	0.00	0.00	0.00	0.00	24.64
6	22.28	0.00	0.00	0.00	0.00	27.12
7	24.50	0.00	0.00	0.00	0.00	29.82
8	26.95	0.00	0.00	0.00	0.00	32.80

or take any other action relative thereto.

*The Personnel Board met to discuss salary adjustments for non-union staff members. The Personnel Board unanimously approved this plan submitted by our Town Administrator on September 17, 2015. There was a need to adjust the salary of current staffing positions. This chart represents a 2.25% increase on December 27, 2015. Town Meeting must approve the Compensation Plan because it is part of the Personnel By-law. In essence, this plan represents an increase of 1.125% for FY 2016.*

**Motion by: Melissa M. Tzanoudakis, Personnel Board**

I move that the Town vote to amend its Compensation Plan established pursuant to Chapter 41, Section 108A, of the Massachusetts General Laws, and Pursuant to Chapter 31 of the Code of the Town of Pepperell, by deleting

Appendices B, C and D of the Compensation Plan, and by inserting the text of said Appendices as listed in Article 1 above, which reflects a Fiscal Year 2016 increase of 2.25% effective December 27, 2015.

**Motion required a majority vote and passed by unanimous voice vote.**

**Motion Carried**

## **ARTICLE 2**

### **OVERLAY SURPLUS APPROPRIATION**

To see if the Town will vote to appropriate a sum of money from Overlay Surplus funds released by the Board of Assessors, or take any other action relative thereto.

*Overlay was already released to Overlay Surplus. This action is to cover the amounts needed in the years listed.*

**Motion by: Michelle R. Gallagher, Board of Selectmen**

I move that the Town vote to appropriate from Overlay Surplus released by the Board of Assessors:

<u>Amount</u>	<u>To</u>	<u>Reason</u>
\$ 894.23	2009 Allowance for Abatements	To cover uncollected Personal Property taxes
\$ 433.89	2008 Allowance for Abatements	To cover uncollected Personal Property taxes
\$ 277.65	2007 Allowance for Abatements	To cover uncollected Personal Property taxes
\$ 65.00	2006 Allowance for Abatements	To cover uncollected Personal Property taxes
<b>\$1,670.77 - TOTAL</b>		

*The balance of Overlay Surplus is \$64,981.24 less \$1,670.77 above = remaining balance of \$63,310.47.*

**Motion required a majority vote and passed by unanimous voice vote.**

**Motion Carried**

## **ARTICLE 3**

### **GENERAL FUND FREE CASH APPROPRIATIONS**

To see if the Town will vote to appropriate sums of money from General Fund Free Cash certified as of 7/1/15, or take any other action relative thereto.

*The Compensation Plan increase applies to 43 employees (plus seasonal and temporary employees) of which \$14,334.00 is for 35 General Fund Personnel Bylaw Employees. There are also 4 Council on Aging Revolving Fund employees and 4 Enterprise Fund employees whose increases will be covered within each fund.*

*The DPW Union Contract increase applies to 19 employees of which \$4,733.00 is for 6 General Fund employees. There are also 6 Sewer Enterprise Fund employees, 5 Water Enterprise Fund employees and 2 Transfer Station Enterprise Fund employees whose increases will be covered within each fund.*

**Motion by: Stephen C. Themelis, Board of Selectmen**

I move that the Town vote to appropriate from General Fund Free Cash certified as of 7/1/15:

<u>Amount</u>	<u>To</u>	<u>Reason</u>
\$4,506.00	FY16 GF - General Government	2.25% Compensation Plan Increase – Article 1
\$5,432.00	FY16 GF - Public Safety	2.25% Compensation Plan Increase – Article 1
\$2,489.00	FY16 GF - Public Works	2.25% Compensation Plan Increase – Article 1
\$1,585.00	FY16 GF – Human Services	2.25% Compensation Plan Increase – Article 1
\$ 322.00	FY16 GF – Culture & Recreation	2.25% Compensation Plan Increase – Article 1
<b>\$14,334.00 – SUBTOTAL</b>		

\$4,733.00 FY16 GF – Public Works

FY16 DPW Union Contract Negotiated Increase

**\$19,067.00 – TOTAL APPROPRIATION**

*The balance of General Fund Free Cash is \$1,298,390 less \$19,067 above = remaining balance of \$1,279,323.*

**Motion required a majority vote and passed by unanimous voice vote.**

**Motion Carried**

#### **ARTICLE 4**

By: Board of Public Works

#### **SUPPLEMENTAL APPROPRIATION – FY16 WATER BUDGET**

To see if the Town will vote to appropriate from Retained Earnings the sum of \$600,000 for the purposes of replacing water meters, or take any other action relative thereto.

*The current water meters in the system are comprised of stock that encompass numerous vendors, technologies and abilities. Approximately 80% of the meters in the system are 10 – 15 years old and it is recommended that meters be replaced at this time. New meters would allow for a uniform application of equipment sourced from a single vendor. This in turn will allow for increased efficiencies in remote meter reading. The program will include the purchase, installation and integration of approx. 3300 new meters. The estimated cost is not to exceed \$900,000 and will be apportioned to water (2/3) and sewer (1/3) retained earnings. The project is expected to go to bid in FY16 with installation scheduled to be completed in FY17.*

**Motion by: Gregory J. Rice, Board of Public Works**

I move that the Town vote to appropriate \$600,000 from Water Enterprise Fund Retained earnings to FY 2016 Water Enterprise Fund Capital Outlay Budget for the purposes of replacing water meters.

*The balance of Water Enterprise Fund Retained Earnings is \$1,039,620 less \$600,000 above = remaining balance of \$439,620.*

**Motion required a majority vote and passed by unanimous voice vote.**

**Motion Carried**

#### **ARTICLE 5**

By: Board of Public Works

#### **SUPPLEMENTAL APPROPRIATION – FY16 SEWER BUDGET**

To see if the Town will vote to appropriate from Retained Earnings the sum of \$300,000 for the purposes of replacing water meters, or take any other action relative thereto.

*The current water meters in the system are comprised of stock that encompass numerous vendors, technologies and abilities. Approximately 80% of the meters in the system are 10 – 15 years old and it is recommended that meters be replaced at this time. New meters would allow for a uniform application of equipment sourced from a single vendor. This in turn will allow for increased efficiencies in remote meter reading. The program will include the purchase, installation and integration of approx. 3,300 new meters. The estimated cost is not to exceed \$900,000 and will be apportioned to water (2/3) and sewer (1/3) retained earnings. The project is expected to go to bid in FY16 with installation scheduled to be completed in FY17.*

**Motion by: Gregory J. Rice, Board of Public Works**

I move that the Town vote to appropriate \$300,000 from Sewer Enterprise Fund Retained Earnings to FY 2016 Sewer Enterprise Fund Capital Outlay Budget for the purposes of replacing water meters.

*The balance of Sewer Enterprise Fund Retained Earnings is \$1,392,688 less \$300,000 above = remaining balance of \$1,092,688.*

**Motion required a majority vote and passed by unanimous voice vote.**

**Motion Carried**

## ARTICLE 6

By: Board of Public Works

### SUPPLEMENTAL APPROPRIATION – FY16 SEWER BUDGET

To see if the Town will vote to appropriate from Retained Earnings the sum of \$350,000 for the purposes of purchasing a vacuum/jetter truck, or take any other action relative thereto.

*The Sewer Department currently employs a vintage 1960's jetter truck for sewer blockages. It is well beyond its useful life and needs to be replaced. This vehicle is only capable of 'jetting' and cannot vacuum clean. Situations requiring a vacuum unit require the department to outsource these services to a 3<sup>rd</sup> party vendor, and we are subject to this vendor's schedule and availability. This is unacceptable in an emergency situation. The new vehicle would allow for efficient response to these situations and will also allow the sewer department to meet the mandated CMOM requirements. The vehicle is proposed to be funded from available retained earnings.*

**Motion by: William M. Kenison, Board of Public Works**

I move that the Town vote to appropriate \$350,000 from Sewer Enterprise Fund Retained Earnings to FY 2016 Sewer Enterprise Fund Capital Outlay Budget for the purposes of purchasing a vacuum/jetter truck.

*The balance of Sewer Enterprise Fund Retained Earnings is \$1,392,688 less \$300,000 in Article 5 and less \$350,000 above = remaining balance of \$742,688.*

Motion required a majority vote and passed by a majority voice vote.

**Motion Carried**

## ARTICLE 7

By: Board of Public Works

### ACCEPTANCE OF EASEMENT 17-23 SHAWNEE ROAD

To see if the Town will vote to accept a permanent easement for the purposes of owning, operating and maintaining drain lines on the following property. Executed full copy of said easement being on file in the office of the DPW Director/Town Engineer:

Record Owner: **Southern End Realty, LLC**

Mailing Address: 1105 Lakeview Ave, Dracut MA

Title Reference: Book 61959, Page 389

Interests Taken: Utility Easement (Permanent Easement)

Area: 1,315 sq. ft.

or take any other action relative thereto.

*In the late 1960's a drain line was installed across land owned by N/F Burley Herget. This drain line handles the flow from a large drainage area ("the Pines") and ultimately discharges to Reedy Meadow Brook. This easement traversed two separate lots (lots 3 & 5) on the original parcel, and the easement was inadvertently dropped from one of the deeds (lot 5) during a prior property transfer. The town needs to replace the aged drainage line in its entirety, and the current owner of the affected parcel (Southern End Realty, LLC) has agreed to grant the town easement to re-establish the new drain line and outfall. This drain line is a critical component of the town's drainage infrastructure and the easement is necessary to allow the system to function as intended.*

**Motion by: John F. Dee, III, Board of Public Works**

I move that the Town vote to accept a permanent easement for the purposes of owning, operating and maintaining drain lines on 17-23 Shawnee Road. Executed full copy of said easement being on file in the office of the DPW Director/Town Engineer:

Record Owner: **Southern End Realty, LLC**

Mailing Address: 1105 Lakeview Ave, Dracut MA

Title Reference: Book 61959, Page 389  
Interests Taken: Utility Easement (Permanent Easement)  
Area: 1,315 sq. ft.

Motion required a majority vote and passed by unanimous voice vote.

**Motion Carried**

Motion to adjourn made and seconded and passed by unanimous voice vote.

The Meeting was adjourned at 9:02 p.m.

And you will serve this warrant by posting a true and attested copy of same, in said Town, fourteen days prior to the time of said meeting. Hereof fail not and make due return of your doings herein to the Town Clerk on or before the time appointed for said meeting. Given under our hands this 9<sup>th</sup> day of October, A.D. 2015.

Stephen C. Themelis, Chairman  
Michelle R. Gallagher, Clerk  
Melissa M. Tzanoudakis  
PEPPERELL BOARD OF SELECTMEN

CONSTABLE OF PEPPERELL

TOWN ACCOUNTANT

**ANNUAL REPORT OF THE TOWN ACCOUNTANT AS OF JUNE 30, 2015**

**Respectfully Submitted By,**

*Lori J. Blanchard, Town Accountant (hire date 4/28/14)*



ANNUAL REPORT OF THE TOWN ACCOUNTANT AS OF JUNE 30, 2015					
<b>FY15 GENERAL FUND - REVENUE</b>					
	<b>FY15</b>	<b>FY15</b>			
<b>LOCAL RECEIPTS</b>	<b>BUDGET</b>	<b>ACTUAL</b>	<b>Diff</b>		
Motor Vehicle Excise	1,350,000.00	1,430,552.87	80,552.87		
Penalties & Interest on Taxes	100,000.00	268,978.65	168,978.65		
Payments in Lieu of Taxes	20,000.00	24,462.65	4,462.65		
Other Charges for Services	250,000.00	283,960.52	33,960.52		
Fees	53,600.00	90,264.32	36,664.32		
Rentals	4,800.00	5,124.00	324.00		
Dept Rev - Library	2,000.00	3,964.79	1,964.79		
Other Dept Revenue	42,900.00	43,631.67	731.67		
Licenses & Permits	164,500.00	177,959.87	13,459.87		
Fines & Forfeits	17,000.00	38,005.84	21,005.84		
Investment Income	15,200.00	21,649.23	6,449.23		
Misc Recurring (Anticipated)	-	1,952.24	1,952.24		
Misc Non-Recurring (Unanticipated)	-	40,082.40	40,082.40		
<b>TOTAL LOCAL RECEIPTS</b>	<b>2,020,000.00</b>	<b>2,430,589.05</b>	<b>410,589.05</b>		
<b>TOTAL REAL ESTATE TAXES</b>	<b>17,084,559.00</b>	<b>17,161,245.48</b>	76,686.48		
<b>TOTAL PERSONAL PROPERTY TAXES</b>	<b>253,991.00</b>	<b>252,789.45</b>	(1,201.55)		
<b>STATE AID/CHERRY SHEET REVENUE</b>					
Unrestricted Aid	1,328,082.00	1,328,082.00	-		
Veterans Benefits	100,572.00	171,136.00	70,564.00		
Exempt: Vet, Blind, Surviving Spouse	41,979.00	9,538.00	(32,441.00)		
State Owned Land	31,831.00	31,831.00	-		
<b>TOTAL STATE AID</b>	<b>1,502,464.00</b>	<b>1,540,587.00</b>	<b>38,123.00</b>		
<b>TRANSFERS/OTHER FINANCING SOURCES</b>					
Sewer Enterprise Indirect Costs	36,877.00	36,877.00	-		
Water Enterprise Indirect Costs	34,659.00	34,659.00	-		
Free Cash	241,798.52	241,798.52			
Overlay Surplus	30,000.00	30,000.00			
Prior Encumbered Funds Forward	70,235.82	70,235.82	-		
Prior Year Articles Forward	228,419.36	228,419.36	-		
Special Revenue Fund Correction	-	21.18	21.18		
<b>TOTAL TRANSFERS</b>	<b>641,989.70</b>	<b>642,010.88</b>	<b>21.18</b>		
<b>TOTAL FY15 GENERAL FUND REVENUE</b>	<b>21,503,003.70</b>	<b>22,027,221.86</b>	<b>524,218.16</b>		
			524,218.16		
<b>FY15 GENERAL FUND - EXPENSES</b>	<b>FY15</b>	<b>FY15</b>			<b>FY15</b>
	<b>BUDGET</b>	<b>BUDGET</b>	<b>FY15</b>	<b>FY15</b>	<b>BUDGET</b>
	<b>APPROP</b>	<b>ADJUST</b>	<b>EXPENDED</b>	<b>ENCUMB</b>	<b>UNEXPENDED</b>
General Government	1,104,950.00	(7,661.49)	(998,507.35)	(33,072.95)	65,708.21
Public Safety	2,615,780.00	61,560.00	(2,594,971.87)	(26,493.90)	55,874.23
School Assessment - North Middlesex	11,841,531.00	-	(11,841,531.00)	-	-
School Assessments - Nashoba Valley	1,412,198.00	-	(1,412,198.00)		-
Public Works	1,038,051.00	266,851.52	(1,290,088.00)	(4,946.00)	9,868.52
Human Services	394,868.00	16,188.00	(383,427.34)	-	27,628.66
Culture & Recreation	446,080.00	13,981.86	(450,901.89)	-	9,159.97
Debt Service	228,250.00	(68,000.00)	(159,546.91)		703.09
Employee Benefits & Insurance	1,718,335.00	(22,585.81)	(1,568,007.76)	-	127,741.43
<b>TOTAL GENERAL FUND BUDGET</b>	<b>20,800,043.00</b>	<b>260,334.08</b>	<b>(20,699,180.12)</b>	<b>(64,512.85)</b>	<b>296,684.11</b>
<b>STATE ASSESSMENTS/CHERRY SHEET</b>					
Air Pollution	-	3,143.00	(3,143.00)		-
RMV Renewal Surcharge		10,500.00	(10,500.00)		-
Regional Transit		16,469.00	(16,469.00)		-
<b>TOTAL STATE ASSESSMENTS</b>	<b>-</b>	<b>30,112.00</b>	<b>(30,112.00)</b>	<b>-</b>	<b>-</b>
<b>TRANSFERS/OTHER FINANCING USES</b>					
Transfer to Capital Projects Fund	-	68,000.00	(68,000.00)		-
Prior Encumbered Funds Forward	70,235.82	-	(69,618.29)		617.53
Prior Year Articles Forward	228,419.36	4,209.44	(120,112.05)		112,516.75
FY15 Articles Voted	-	41,650.00	(9,445.84)		32,204.16
<b>TOTAL TRANSFERS</b>	<b>298,655.18</b>	<b>113,859.44</b>	<b>(267,176.18)</b>	<b>-</b>	<b>145,338.44</b>
<b>TOTAL FY15 GENERAL FUND EXPENSES</b>	<b>21,098,698.18</b>	<b>404,305.52</b>	<b>(20,996,468.50)</b>	<b>(64,512.85)</b>	<b>442,022.55</b>

FY15 SPECIAL REVENUE FUNDS					
DEPT#	DEPT# & ACCOUNT NAME	7/1/2014 BAL FWD	Encumbrances & Expenditures	Revenue	6/30/2015 Balance
	<b>FUND "201" FEDERAL GRANTS</b>				
22300	FY2012 Assistance to Firefighters Grant - Equipment	10.40	(10.40)	-	0.00
22301	FY2012 SAFER Grant - Fire & Emergency Staff	(34,322.11)	(46,558.89)	73,378.00	(7,503.00)
	<b>FEDERAL GRANTS "201" FUND TOTALS</b>	<b>(34,311.71)</b>	<b>(46,569.29)</b>	<b>73,378.00</b>	<b>(7,503.00)</b>
	<b>FUND "202" STATE GRANTS</b>				
22141	Fire - 2015 S.A.F.E. Student Awareness Grant	-	(1,646.16)	4,423.00	2,776.84
22151	Fire - 2015 Senior Safe Grant	-	-	2,795.00	2,795.00
25200	Communications - FY14 911 Support & Incentive Grant	(27,764.00)		27,756.55	(7.45)
25201	Communications - FY14 911 Training Grant	(2,014.60)		1,510.95	(503.65)
25202	Communications - FY15 911 Training Grant	-	(4,566.26)		(4,566.26)
25203	Communications - FY15 911 Support & Incentive Grant	-	(27,744.47)	9,731.43	(18,013.04)
41110	DPW - Solar PV Grant	1,000.00	(4,798.74)	4,798.74	1,000.00
42001	Highway - Chapter 90	(63,174.40)	(308,461.64)	371,636.04	-
42002	Highway - WRRRP-Winter Rapid Recovery	-	(62,377.00)	62,377.00	-
42003	Highway - WRAP Pothole Repair	-	(62,377.00)	-	(62,377.00)
44001	Sewer - FY15 WWTP Blower VFD & Pump Upgrade Grant	-	(31,500.00)	24,800.00	(6,700.00)
54110	COA - Council on Aging Grant	-	(14,912.00)	14,912.00	-
69310	Cultural Council State Grant	4,134.09	(3,784.00)	4,300.00	4,650.09
	<b>STATE GRANTS "202" FUND TOTALS</b>	<b>(87,818.91)</b>	<b>(522,167.27)</b>	<b>529,040.71</b>	<b>(80,945.47)</b>
	<b>FUND "240" SPECIAL REVENUE FUNDS</b>				
12210	12210 Marketing Mill Site	1,000.00			1,000.00
12220	12220 Mill Site Master Plan	1,300.00			1,300.00
16120	16120 Extended Polling Hours	3,212.56	(1,064.52)	1,814.00	3,962.04
17120	17120 Wetlands Protection Filing Fee	22,563.85	(1,245.30)	4,726.91	26,045.46
17130	17130 Conservation Outreach	544.11			544.11
17140	17140 Pepperell Pond Grant	100.00			100.00
17210	17210 USDA-WHIP Contract	14,982.15	(2,240.00)		12,742.15
21110	21110 Gifts to Police DARE Fund	1,900.53			1,900.53
21220	21220 Gifts - RAD Program	2,508.04			2,508.04
21240	21240 Fed Law Enforcement Trust Funds	1,273.56		8.10	1,281.66
21280	21280 Community Policing Grant	766.46	(766.46)		-
22130	22130 Fire/Amb Insur Reimb Under \$20K	-	(3,098.11)	3,098.11	-
22140	22140 FIRE 2014 SAFE GRANT	3,397.12	(3,397.12)		-
22150	22150 2014 SENIOR SAFE GRANT FIRE	2,527.80	(1,938.70)		589.10
22261	22261 Gift- Upgrade Paramedic Monitor	40.68			40.68
29150	29150 CEMP-Comprehensive Emerg Management Grant	1,357.55	(1,357.55)		-
42280	42280 Highway Insur Reimb Under \$20K	-	(4,334.19)	4,334.19	-
45170	45170 Grant - Wellhead Protection	414.72	(414.72)		-
49110	49110 Cemetery Sale of Lots	48,796.25		1,950.00	50,746.25
51120	51120 BOH - Public Health Reg 2 Preparedness Coalition	796.96			796.96
51130	51130 BOH - 2014 Opioid Emerg Assist Grant	-	(496.39)	500.00	3.61
51400	51400 BOH - PHER III Grant	21.18	(21.18)		-
54120	54120 Gifts to the Council on Aging	11,861.71	(9,154.29)	9,168.19	11,875.61
54140	54140 Gifts - New Senior Center - COA	12,131.62			12,131.62
54150	54150 COA - Meals Revolving Fund	171.00	(16,343.68)	19,520.56	3,347.88
54160	54160 COA - LRTA Van Transportation Revolving Fund	-	(24,725.11)	26,596.17	1,871.06
54510	54510 Gift - Handicap Sign	10.00			10.00
54520	54520 Disabilities Committee - Handicap Park Violation	1,000.00			1,000.00
61110	61110 Library - State Aid	56,572.17	(4,273.00)	14,865.36	67,164.53
61120	61120 Library Insur Reimb Under \$20K	-	(1,735.00)	1,735.00	-
61140	61140 Gift to Library - General	1,594.96		3,370.00	4,964.96
61150	61150 Gift to Library - Children's Services	11,747.21	(6,584.40)	15,091.74	20,254.55
61160	61160 Restitution { \$10,000 - Library Books	5,991.55	(1,301.68)	1,487.76	6,177.63
61180	61180 Gift to Library - Burnham Foundation	159,330.53	(13,367.00)	5,041.22	151,004.75
61190	61190 Gift to Library - Book Fund	16,127.79		35.21	16,163.00
61240	61240 Library MIIA Children's Room	5,003.55	(3,555.26)		1,448.29
61250	61250 Public Library Fund Gift/State Match	240.00			240.00
61290	61290 Gift - Greater Lowell Community Foundation	4,239.35		801.20	5,040.55
61350	61350 Gifts - Charles G. Parsons Memorial Fund	4.09		1.56	5.65
61360	61360 Gifts - Pauline Mahony Gift Fund	1,402.80			1,402.80
65120	65120 Gifts to Playground & Recreation Commission	1,976.25			1,976.25
65200	65200 Recreation Revolving Fund MGL c44 s53D	22,500.01	(59,881.43)	56,888.05	19,506.63
69310	69310 Cultural Council - Local Funds	466.62		20.94	487.56
69400	69400 Covered Bridge Committee	2,312.91	(747.87)	36.95	1,601.99
	<b>SPECIAL REVENUE "240" FUND TOTALS</b>	<b>422,187.64</b>	<b>(162,042.96)</b>	<b>171,091.22</b>	<b>431,235.90</b>
	<b>FUND "330" LANDFILL CLOSURE FUND</b>				
49240	Landfill Closure Art 11 ATM 5/4/92 - Plant Expense	8,670.50	(8,670.50)	-	-
	<b>LANDFILL CLOSURE "330" FUND TOTALS</b>	<b>8,670.50</b>	<b>(8,670.50)</b>	<b>-</b>	<b>-</b>
	<b>FUND "350" CAPITAL PROJECTS FUND</b>				
22110	Fire - Art 12 ATM 5/7/07 Tanker Truck	1,992.89	(1,992.89)	-	-
22113	Fire - Art 11 ATM 5/3/10 Fire Truck	37.26	(37.26)	-	-
22120	Fire - Art 17 ATM 5/1/06 Radio Conversion	893.50	(893.50)	-	-
23100	AMB - Art 7 STM 11/7/11 New Ambulance	350.86	(350.86)	-	(0.00)
42110	HWY - Art 22 ATM 5/7/07 Dump Truck	3.70	(3.70)	-	-
42150	HWY - Art 10 ATM 5/1/06 Mower Tractor Road Grader	6,025.65	(6,025.65)	-	-
	<b>CAPITAL PROJECTS "350" FUND TOTALS</b>	<b>9,303.86</b>	<b>(9,303.86)</b>	<b>-</b>	<b>(0.00)</b>

FY15 NON-EXPENDABLE & EXPENDABLE TRUST FUNDS					
		7/1/2014	Encumbrances		6/30/2015
DEPT#	DEPT# & ACCOUNT NAME	BAL FWD	& Expenditures	Revenue	Balance
	<b>FUND "810" NON-EXPENDABLE TRUST FUNDS</b>				
95010 & 95310	Farrar Flag Pole Fund (Treas)	150.26		(0.38)	149.88
95020 & 95320	Brooks Educational & Entertainment Fund (Treas)	45,075.15		(110.07)	44,965.08
95030 & 95330	95030 Cemetery Perpetual Care Trust Fund	159,953.11		2,758.81	162,711.92
95040 & 95340	95040 Library Trust Funds	62,542.58		(155.09)	62,387.49
95050 & 95350	95050 Library Gertrude Carter Trust Fund	13,858.11		(34.37)	13,823.74
95060 & 95360	95060 Library Thurston Fund	500.85		(1.24)	499.61
	<b>NON-EXPENDABLE TRUST "810" FUND TOTALS</b>	<b>282,080.06</b>	<b>-</b>	<b>2,457.66</b>	<b>284,537.72</b>
	<b>FUND "820" EXPENDABLE TRUST FUNDS</b>				
96010 & 96310	Farrar Flag Pole Fund	(224.49)		289.74	65.25
96020 & 96320	Brooks Educational & Entertainment Fund	28,374.90	(2,450.00)	335.36	26,260.26
96030 & 96330	Cemetery Perpetual Care Trust Fund	31,278.07	(4,305.86)	1,655.77	28,627.98
96040 & 96340	Library Trust Fund	84,350.79		1,011.98	85,362.77
96050 & 96350	Gertrude Carter Library Trust Fund	4,122.36		163.43	4,285.79
96060 & 96360	Library Belle Heald Fund	16,331.97		112.23	16,444.20
96090 & 96390	Library Thurston Fund	385.39		1.84	387.23
96120 & 96420	Library Dean Smith Fund	5,830.06		192.41	6,022.47
	<b>EXPENDABLE TRUST "820" FUND TOTALS</b>	<b>170,449.05</b>	<b>(6,755.86)</b>	<b>3,762.76</b>	<b>167,455.95</b>
	<b>FUND "830" OTHER TRUST FUNDS</b>				
97010 & 97310	Stabilization Fund	644,740.39		4,429.74	649,170.13
97020 & 97320	Conservation Fund	17,429.67	(607.50)	118.76	16,940.93
97030 & 97330	Retirement Fund	80.61		27.28	107.89
97040 & 97340	Land Fund	7,913.94		54.30	7,968.24
	<b>OTHER TRUST "830" FUND TOTALS</b>	<b>670,164.61</b>	<b>(607.50)</b>	<b>4,630.08</b>	<b>674,187.19</b>

FY15 AGENCY FUNDS					
		7/1/2014	Encumbrances		6/30/2015
DEPT#	DEPT# & ACCOUNT NAME	BAL FWD	& Expenditures	Revenue	Balance
	<b>FUND "890" AGENCY FUNDS</b>				
21130	21130 Police Outside Detail Revolving	(13,282.85)	(94,187.04)	90,175.91	(17,293.98)
98010	98010 Unclaimed Eminent Domain Funds	3,023.34		19.00	3,042.34
98020	98020 Wetlands Delineations - 71 Hollis Street	1,528.24		0.78	1,529.02
98030	98030 Assessors - Lowell Place Realty Trust - 40B	1,984.00		12.61	1,996.61
98050	98050 Conservation - Heritage Estates	345.00		0.18	345.18
98060	98060 South Road Common Dr - Aumais	16,238.28		108.57	16,346.85
98100	98100 NMAECP - Emergency Planning Committee	23,081.25			23,081.25
98210	98210 Shattuck Street Common Drive - Foley	10,213.95			10,213.95
98230	98230 Emerson Village	37,604.98		252.30	37,857.28
98260	98260 Heritage Estates	24,575.66		156.83	24,732.49
98320	98320 Bemis Estates	19,344.93		123.09	19,468.02
98480	98480 Reedy Meadows Subdivision	15,974.81	(15,991.10)	10,222.06	10,205.77
98490	98490 Julia Lane Subdivision	-			-
	<b>AGENCY "890" FUND TOTALS</b>	<b>140,631.59</b>	<b>(110,178.14)</b>	<b>101,071.33</b>	<b>131,524.78</b>

<b>FY15 SEWER ENTERPRISE "600" FUND - REVENUE</b>	<b>FY15</b>	<b>FY15</b>			
	<b>BUDGET</b>	<b>ACTUAL</b>	<b>Diff</b>		
Connection Fees	68,000.00	33,237.61	(34,762.39)		
Investment Income	25.00	4,443.46	4,418.46		
Other Dept Revenue	26,000.00	36,945.87	10,945.87		
Other Available Funds	55,619.00	371,680.29	316,061.29		
Retained Earnings	141,000.00	141,000.00	-		
User Charges	2,020,000.00	2,073,817.72	53,817.72		
<b>TOTAL FY15 SEWER ENTERPRISE "600" FUND REVENUES</b>	<b>2,310,644.00</b>	<b>2,661,124.95</b>	<b>350,480.95</b>		
<b>FY15 SEWER ENTERPRISE "600" FUND - EXPENSES</b>	<b>FY15</b>	<b>FY15</b>			<b>FY15</b>
	<b>BUDGET</b>	<b>BUDGET</b>	<b>FY15</b>	<b>FY15</b>	<b>BUDGET</b>
	<b>APPROP</b>	<b>ADJUST</b>	<b>EXPENDED</b>	<b>ENCUMB</b>	<b>UNEXPENDED</b>
Services & Supplies	413,550.00		(266,417.65)	(29,150.00)	117,982.35
Debt Service	889,525.00		(874,884.25)		14,640.75
Capital Outlay	191,000.00		(114,681.47)	(37,670.00)	38,648.53
Labor and Related	598,877.00		(574,726.58)		24,150.42
Employee Benefits & Insurance	217,692.00		(199,736.40)		17,955.60
<b>TOTAL FY15 SEWER ENTERPRISE "600" FUND EXPENSES</b>	<b>2,310,644.00</b>	<b>-</b>	<b>(2,030,446.35)</b>	<b>(66,820.00)</b>	<b>213,377.65</b>
<b>FY15 SEWER BETTERMENT "601" FUND BALANCE</b>	<b>7/1/2014</b>	<b>FY15</b>	<b>FY15</b>	<b>6/30/2015</b>	
	<b>BALANCE</b>	<b>REVENUES</b>	<b>TRANSFERS</b>	<b>BALANCE</b>	
Sewer Betterment Projects	2,169,273.04	299,718.92	(371,680.29)	2,097,311.67	
<b>TOTAL FY15 SEWER BETTERMENT "601" FUND BALANCE</b>	<b>2,169,273.04</b>	<b>299,718.92</b>	<b>(371,680.29)</b>	<b>2,097,311.67</b>	
<b>FY15 WATER ENTERPRISE FUND - REVENUE</b>	<b>FY15</b>	<b>FY15</b>			
	<b>BUDGET</b>	<b>ACTUAL</b>	<b>Diff</b>		
Connection Fees	40,000.00	25,806.75	(14,193.25)		
Investment Income	125.00	2,909.25	2,784.25		
Other Dept Revenue	25,000.00	27,360.95	2,360.95		
Other Available Funds	30,471.50	30,471.50	-		
Retained Earnings	159,700.00	159,700.00	-		
User Charges	1,352,518.50	1,500,751.55	148,233.05		
<b>TOTAL FY15 WATER ENTERPRISE FUND REVENUES</b>	<b>1,607,815.00</b>	<b>1,747,000.00</b>	<b>139,185.00</b>		
<b>FY15 WATER ENTERPRISE FUND - EXPENSES</b>	<b>FY15</b>	<b>FY15</b>			<b>FY15</b>
	<b>BUDGET</b>	<b>BUDGET</b>	<b>FY15</b>	<b>FY15</b>	<b>BUDGET</b>
	<b>APPROP</b>	<b>ADJUST</b>	<b>EXPENDED</b>	<b>ENCUMB</b>	<b>UNEXPENDED</b>
Services & Supplies	448,015.00		(393,793.36)	(14,521.19)	39,700.45
Debt Service	322,286.00		(314,284.00)		8,002.00
Capital Outlay	185,200.00		(120,592.76)	(11,175.00)	53,432.24
Labor and Related	483,359.00		(442,061.81)		41,297.19
Employee Benefits & Insurance	168,955.00		(135,510.51)		33,444.49
<b>TOTAL FY15 WATER ENTERPRISE FUND EXPENSES</b>	<b>1,607,815.00</b>	<b>-</b>	<b>(1,406,242.44)</b>	<b>(25,696.19)</b>	<b>175,876.37</b>
<b>FY15 TRANSFER STATION ENTERPRISE FUND - REVENUE</b>	<b>FY15</b>	<b>FY15</b>			
	<b>BUDGET</b>	<b>ACTUAL</b>	<b>Diff</b>		
Investment Income	-	129.71	129.71		
Other Dept Revenue	6,300.00	4,101.29	(2,198.71)		
Other Available Funds	-	-	-		
User Charges	309,244.00	303,346.65	(5,897.35)		
<b>TOTAL FY15 TRANSFER STATION ENTERPRISE FUND REVENUE</b>	<b>315,544.00</b>	<b>307,577.65</b>	<b>(7,966.35)</b>		
<b>FY15 TRANSFER STATION ENTERPRISE FUND - EXPENSES</b>	<b>FY15</b>	<b>FY15</b>			<b>FY15</b>
	<b>BUDGET</b>	<b>BUDGET</b>	<b>FY15</b>	<b>FY15</b>	<b>BUDGET</b>
	<b>APPROP</b>	<b>ADJUST</b>	<b>EXPENDED</b>	<b>ENCUMB</b>	<b>UNEXPENDED</b>
Services & Supplies	152,350.00	(23,500.00)	(132,389.63)		(3,539.63)
Labor & Related	138,194.00		(126,748.64)		11,445.36
Employee Benefits & Insurance	62,000.00	(13,500.00)	(34,388.55)		14,111.45
<b>TOTAL FY15 TRANSFER STATION ENTERPRISE FUND EXPENSES</b>	<b>352,544.00</b>	<b>(37,000.00)</b>	<b>(293,526.82)</b>	<b>-</b>	<b>22,017.18</b>

TOWN OF PEPPERELL				
FY15 ARTICLES FORWARD		Art 19 ATM 5/5/08 - Articles Automatically Close After 3 Years		
			6/30/2015	
FY15			ARTICLE	FUND
ACCOUNT NO.	DEPARTMENT	ACCOUNT NAME	BALANCE	TOTALS
100-12200-90088	SELECTMEN	Art 18 ATM 5/4/15 NMCOG Stormwater Collaborative Membership	5,000.00	
100-12900-90084	TOWN ADMIN	Art 6 STM 10/27/14 Appraisals for Town Properties	10,500.00	
100-12900-90085	TOWN ADMIN	Art 7 STM 10/27/14 RFPs for Town Properties	9,750.00	
100-19200-90009	TOWN HALL	Art 4 STM 11/8/12 Town Hall Maintenance	1,576.92	
100-19200-90017	TOWN HALL	Art 9 STM 11/8/12 Town Hall Roof	40,000.00	
100-19200-90051	TOWN HALL	Art 26 ATM 5/6/13 Town Hall Repairs	2,148.07	
100-21100-90015	POLICE	Art 17 ATM 5/6/13 Public Safety Complex	615.48	
100-21100-90047	POLICE	Art 1 ATM 5/5/14 Bldg Repairs-Public Safety Complex	5,438.82	
100-22100-90019	FIRE	Art 21 ATM 5/6/13 Fire Gear (10 Sets)	89.26	
100-22100-90059	FIRE	Art 22 ATM 5/6/13 Mobile Terminals	127.76	
100-42200-90023	HIGHWAY	Art 3 STM 11/8/12 Highway Chipper	1,376.57	
100-42200-90026	HIGHWAY	Art 25 ATM 5/6/13 Highway Oil Heater	1,090.00	
100-42200-90055	HIGHWAY	Art 36 ATM 5/7/07 EPA Compliance - Prof & Tech	221.58	
100-42700-90050	TREE CARE	Art 24 ATM 5/5/14 Town Forest 5-Year Program Maint	50,000.00	
100-61100-90045	LIBRARY	Art 34 ATM 5/6/13 Library Roof	153.22	
100-61100-90080	LIBRARY	Art 17 ATM 5/5/14 Books & Library Supplies	750.00	
		TOTAL "100" GENERAL FUND FY15 ARTICLES FORWARD		128,837.68
		GRAND TOTAL OF FY15 ARTICLES FORWARD	128,837.68	128,837.68

<b>TOWN OF PEPPERELL</b>					
<b>LONG TERM DEBT - Year Ended June 30, 2015</b>					
	<b>LTD</b>		<b>FY15</b>	<b>LTD</b>	<b>FY15</b>
	<b>BALANCE</b>	<b>NEW</b>	<b>PRIN</b>	<b>BALANCE</b>	<b>INTEREST</b>
<b>ACCOUNT NAME</b>	<b>7/1/2014</b>	<b>BORROWING</b>	<b>PAID</b>	<b>6/30/2015</b>	<b>PAID</b>
Parks & Rec Bldg Remodeling (\$41,200) ATM 5/02	32,400.00		(4,400.00)	28,000.00	(798.00)
Senior Center Bldg Constr (\$612,500) ATM 5/02	477,500.00		(67,500.00)	410,000.00	(11,652.50)
Pepperell Springs Land Acq (\$800K) ATM 6/05	420,000.00		(42,000.00)	378,000.00	(16,873.50)
Computer Hardware (\$41K) STM 10/07	12,000.00		(4,000.00)	8,000.00	(460.00)
Fire Dept. Radio System (\$89K) - STM 10/07	27,000.00		(9,000.00)	18,000.00	(1,035.00)
<b>TOTALS - GENERAL FUND "900"</b>	<b>968,900.00</b>	<b>-</b>	<b>(126,900.00)</b>	<b>842,000.00</b>	<b>(30,819.00)</b>
Sewer Equipment (\$60K) STM 10/08	14,000.00		(14,000.00)	-	(140.00)
REFI - Lowell/Bennet/Parker/River Sewer Mains (\$915K)STM 9/98	585,000.00		(110,000.00)	475,000.00	(14,656.25)
Sewer Extension - Park III Sewer Mains (\$280K) ATM 6/05	141,000.00		(15,000.00)	126,000.00	(5,662.00)
Sewer Ext - Townsend/Mason St. (\$475K) - STM 10/07	331,000.00		(24,000.00)	307,000.00	(13,154.50)
Constr - Parker/Oak Hill Sewer Mains Donuts (\$525K) STM 10/07	353,000.00		(26,000.00)	327,000.00	(14,027.50)
Sewer Ext - Brookline Village (\$1,749,000) ATM 7/10	1,482,000.00		(88,000.00)	1,394,000.00	(50,630.00)
Nashua Road Design - Engineering - Sewer (\$98,150) STM 10/07	78,000.00		(6,000.00)	72,000.00	(2,576.29)
IVSEP Engineering - Sewer (\$150K) ATM 5/09	126,000.00		(8,000.00)	118,000.00	(4,258.75)
Sewer Mains Jewett Street (\$132K) - ATM 5/02	104,000.00		(14,000.00)	90,000.00	(2,537.50)
Sewer Mains Lowell Road - Phase III Extension (\$139K) ATM 5/02	107,000.00		(16,000.00)	91,000.00	(2,530.00)
Sewer Mains Park St - Phase II Extension (\$30,300) ATM 5/02	24,100.00		(3,100.00)	21,000.00	(594.50)
WWTP - Design WWTP - Plans (\$350K) ATM 6/05	180,000.00		(18,000.00)	162,000.00	(7,231.50)
Sewer UV Treatment System Enclosure WWTP (\$75K) STM 10/07	51,000.00		(4,000.00)	47,000.00	(2,024.50)
Sewer - WWTP/SRF Upgrade (\$4,724,930) STM 2/05 - MWPAT Loan	3,004,139.00		(224,139.00)	2,780,000.00	(79,460.71)
Nashua Road Sewer Extension (\$1,322,000) ATM 5/08	1,119,000.00		(67,000.00)	1,052,000.00	(38,161.25)
<b>TOTALS - SEWER ENTERPRISE FUND "603"</b>	<b>7,699,239.00</b>	<b>-</b>	<b>(637,239.00)</b>	<b>7,062,000.00</b>	<b>(237,645.25)</b>
Water Dept HQ Bldg Renov (\$390K) STM 10/07	261,000.00		(19,000.00)	242,000.00	(10,372.00)
Water Engineering Services (\$250K) ATM 5/09	207,000.00		(13,000.00)	194,000.00	(7,036.25)
Lowell Road Water Line - Water Mains (\$500K) ATM 6/05	260,000.00		(26,000.00)	234,000.00	(10,445.50)
Water Tank - Clean/Repair - Water Tank Rehabs (\$150K) ATM 6/05	14,000.00		(14,000.00)	-	(525.00)
Bemis St. Well Improvements (\$506K) - STM 10/07	350,000.00		(25,000.00)	325,000.00	(13,912.50)
Jersey St. Well Improvements (\$135K) - STM 10/07	93,000.00		(7,000.00)	86,000.00	(3,694.00)
Jersey St. Well Improvements II (\$258K) - STM 10/07	177,000.00		(13,000.00)	164,000.00	(7,033.00)
Water Main Ext - Parker/Oak Hill (Donuts) (\$70K) STM 10/07	45,000.00		(4,000.00)	41,000.00	(1,784.50)
Water Mains/Wellsite (\$200K) - STM 10/07	140,000.00		(10,000.00)	130,000.00	(5,565.00)
Mill Street Lines - Water Mains/Lines (\$217,500) ATM 5/08	180,000.00		(12,000.00)	168,000.00	(6,063.75)
Water Mains-Lining Upgrade (\$125K) ATM 5/10	103,000.00		(7,000.00)	96,000.00	(3,497.50)
Well - Nashua Road (\$1,186,600) ATM 5/10	1,006,000.00		(60,000.00)	946,000.00	(34,355.00)
<b>TOTALS - WATER ENTERPRISE FUND "613"</b>	<b>2,836,000.00</b>	<b>-</b>	<b>(210,000.00)</b>	<b>2,626,000.00</b>	<b>(104,284.00)</b>
<b>TOTAL LONG TERM DEBT - ALL FUNDS</b>	<b>11,504,139.00</b>	<b>-</b>	<b>(974,139.00)</b>	<b>10,530,000.00</b>	<b>(372,748.25)</b>

<b>TOWN OF PEPPERELL</b>																	
<b>Combined Balance Sheet</b>																	
<b>Fiscal Year Ended June 30, 2015</b>																	
	<b>100</b>	<b>201</b>	<b>202</b>	<b>240</b>	<b>350</b>	<b>600</b>	<b>602</b>	<b>603</b>	<b>610</b>	<b>613</b>	<b>620</b>	<b>810</b>	<b>820</b>	<b>830</b>	<b>890</b>	<b>900</b>	<b>901</b>
	<b>General</b>	<b>Federal</b>	<b>State</b>	<b>Other</b>	<b>Capital</b>	<b>Sewer</b>	<b>Sewer Ent</b>	<b>Sewer - Long</b>	<b>Water</b>	<b>Water - Long</b>	<b>Trif Sta</b>	<b>Non-Expend</b>	<b>Expendable</b>	<b>Other Trust</b>	<b>Agency</b>	<b>GF - Long</b>	<b>Gen Fund</b>
	<b>Fund</b>	<b>Grants</b>	<b>Grants</b>	<b>Spec Rev</b>	<b>Projects</b>	<b>Enterprise</b>	<b>Capital Proj</b>	<b>Term Debt</b>	<b>Enterprise</b>	<b>Term Debt</b>	<b>Enterprise</b>	<b>Trusts</b>	<b>Trusts</b>	<b>Funds</b>	<b>Funds</b>	<b>Term Debt</b>	<b>Fixed Assets</b>
																	<b>Combined</b>
																	<b>Total</b>
<b>Assets:</b>																	-
<b>Cash and Equivalents:</b>																	
Cash - Expendable	2,220,831.55	(7,503.00)	(79,145.46)	431,895.89	-	3,581,903.66	273,112.12	-	1,185,653.31		156,761.84				158,048.11		7,921,558.02
Cash - Combined Investments	159,122.65											284,537.72	167,455.95	674,187.19			1,285,303.51
<b>Receivables:</b>																	-
2006 Personal Property	65.00																65.00
2007 Personal Property	277.65																277.65
2008 Personal Property	433.89																433.89
2009 Personal Property	894.23																894.23
2010 Personal Property	1,726.23																1,726.23
2011 Personal Property	1,943.41																1,943.41
2012 Personal Property	2,604.60																2,604.60
2013 Personal Property	1,404.10																1,404.10
2014 Personal Property	2,365.24																2,365.24
2015 Personal Property	3,890.40																3,890.40
2013 Real Estate	22,962.14																22,962.14
2014 Real Estate	62,984.35																62,984.35
2015 Real Estate	175,265.44																175,265.44
Rollback Taxes	-																-
2010 Allowance for Abatements	(53,814.03)																(53,814.03)
2011 Allowance for Abatements	(70,851.40)																(70,851.40)
2012 Allowance for Abatements	(10,458.03)																(10,458.03)
2013 Allowance for Abatements	(81,494.05)																(81,494.05)
2014 Allowance for Abatements	(43,652.65)																(43,652.65)
2015 Allowance for Abatements	(69,840.78)																(69,840.78)
Tax Title Liens Receivable	868,898.80					50,369.16			27,894.69								947,162.65
Deferred Prop Taxes	31,419.38																31,419.38
2008 Motor Vehicle Excise	3,634.08																3,634.08
2009 Motor Vehicle Excise	5,428.25																5,428.25
2010 Motor Vehicle Excise	4,750.53																4,750.53
2011 Motor Vehicle Excise	5,677.37																5,677.37
2012 Motor Vehicle Excise	8,886.81																8,886.81
2013 Motor Vehicle Excise	20,022.33																20,022.33
2014 Motor Vehicle Excise	22,276.11																22,276.11
2015 Motor Vehicle Excise	142,279.64																142,279.64
IE Fees	850.00																850.00
Ambulance Service	126,667.93																126,667.93
Ambulance - FFR Collections	194,281.48																194,281.48
Tax Foreclosures	-																-
User Charges						311,559.65			271,238.56								582,798.21
2013 Utility Liens Added to Txs - Prin						1,537.58			742.51								2,280.09
2014 Utility Liens Added to Txs - Prin						1,678.20			1,815.34								3,493.54
2015 Utility Liens Added to Txs - Prin						2,490.03			5,585.01								8,075.04
2013 Utility Liens Added to Txs - Comm Int						54.38			26.36								80.74
2014 Utility Liens Added to Txs - Comm Int						18.41			9.29								27.70
2015 Utility Liens Added to Txs - Comm Int						307.67			513.71								821.38
2014 Betterment - Apport Assess Prin						149.55											149.55
2015 Betterment - Apport Assess Prin						8,009.55											8,009.55
2014 Betterment - Apport Assess Comm Int						61.38											61.38
2015 Betterment - Apport Assess Comm Int						2,168.37											2,168.37
Betterment - Apport Assess Not Yet Due Prin						1,319,222.44											1,319,222.44
Deferred Betterments						4,594.02											4,594.02
Fixed Assets						31,180,844.94			18,710,613.87		1,374,813.52					32,876,673.28	84,151,945.61
Accumulated Depreciation						(12,335,333.51)			(7,674,867.58)		(706,742.77)					(17,631,459.50)	(38,348,403.36)
Amounts to be Provided								7,062,000.00		2,626,000.00						842,000.00	10,530,000.00
<b>Total Assets</b>	<b>3,761,733.65</b>	<b>(7,503.00)</b>	<b>(79,145.46)</b>	<b>431,895.89</b>	<b>-</b>	<b>24,138,635.48</b>	<b>273,112.12</b>	<b>7,062,000.00</b>	<b>12,529,225.07</b>	<b>2,626,000.00</b>	<b>824,832.59</b>	<b>284,537.72</b>	<b>167,455.95</b>	<b>674,187.19</b>	<b>158,048.11</b>	<b>842,000.00</b>	<b>15,245,213.78</b>
																	<b>68,932,229.09</b>

TOWN OF PEPPERELL Combined Balance Sheet Fiscal Year Ended June 30, 2015																			
	100	201	202	240	350	600	602	603	610	613	620	810	820	830	890	900	901		
	General	Federal	State	Other	Capital	Sewer	Sewer Ent	Sewer - Long	Water	Water - Long	Trf Sta	Non-Expend	Expendable	Other Trust	Agency	GF - Long	Gen Fund		
	Fund	Grants	Grants	Spec Rev	Projects	Enterprise	Capital Proj	Term Debt	Enterprise	Term Debt	Enterprise	Trusts	Trusts	Funds	Funds	Term Debt	Fixed Assets		Combined
																			Total
Liabilities and Fund Equity:																			-
Liabilities:																			-
Warrants Payable	(179,590.56)		(1,800.01)	(659.99)		(25,084.03)			(20,323.70)		(5,039.71)				(4,495.00)				(236,993.00)
Employee Withholdings	(64,777.08)																		(64,777.08)
Def Rev - Real & Pers Property	21,873.88																		21,873.88
Def Rev - E Fines	(850.00)																		(850.00)
Def Rev - Tax Title Liens	(866,898.80)					(50,369.16)			(27,894.69)										(947,162.65)
Def Rev - Tax Foreclosures																			
Def Rev - Motor Vehicle Excise	(212,955.12)																		(212,955.12)
Def Rev - Ambulance	(126,667.93)																		(126,667.93)
Def Rev - Amb - FFR Collections	(194,281.48)																		(194,281.48)
Def Rev - User Charges						(311,559.65)			(271,238.56)										(582,798.21)
Def Rev - Utility Liens Add to Tx						(6,086.27)			(8,692.22)										(14,778.49)
Def Rev - Special Assess/Betterments						(1,334,205.31)													(1,334,205.31)
Bond Anticipation Notes Payable					(243,000.00)														(243,000.00)
Due to Comm of MA									(12.87)						(3,537.50)				(3,550.37)
Unclaimed Items - Uncashed Checks															(17,574.81)				(17,574.81)
FSA Account - Employee Contrib/Charges															(916.02)				(916.02)
Parks & Rec Bldg Remodel																(28,000.00)			(28,000.00)
Senior Center Bldg Constr																(410,000.00)			(410,000.00)
Pepp Springs Land Acquisition																(378,000.00)			(378,000.00)
Computer Hardware																(8,000.00)			(8,000.00)
Fire Dept Radio System																(18,000.00)			(18,000.00)
REF Low ell/Becket/Rr/River								(475,000.00)											(475,000.00)
Park 3 Sew er Mains								(126,000.00)											(126,000.00)
Townsend/Mason Sew er Ext								(307,000.00)											(307,000.00)
Constr Sew r Parker/Oak Hill Mains Donuts								(327,000.00)											(327,000.00)
Brookline Village Sew er Mains								(1,394,000.00)											(1,394,000.00)
Nashua Rd Engineering Design Sewer								(72,000.00)											(72,000.00)
IVSEP Engineering Sewer								(118,000.00)											(118,000.00)
Jewett Street Sew er Mains								(90,000.00)											(90,000.00)
Low ell Rd 3 Sew er Ext								(91,000.00)											(91,000.00)
Park St 2 Sew er Ext								(21,000.00)											(21,000.00)
WWTP Design Plans Sew er								(162,000.00)											(162,000.00)
Sewer UV Treat Sys Enclosure								(47,000.00)											(47,000.00)
WWTPSRF Upgrade MW PAT								(2,780,000.00)											(2,780,000.00)
Nashua Rd Sewer Ext								(1,052,000.00)											(1,052,000.00)
Water Dept Bldg Renov									(242,000.00)										(242,000.00)
Water Engineering Services									(194,000.00)										(194,000.00)
Low ell Rd Water Mains									(234,000.00)										(234,000.00)
Bemis St Well Improvements									(325,000.00)										(325,000.00)
Jersey St Well Improvements									(86,000.00)										(86,000.00)
Jersey St 2 Well Improvements									(164,000.00)										(164,000.00)
Water Main Ext Parker/Oak Hill Donut Holes									(41,000.00)										(41,000.00)
Water Mains/Well Site									(130,000.00)										(130,000.00)
Mill St Water Mains/Lines									(168,000.00)										(168,000.00)
Water Mains Lining Upgrade									(96,000.00)										(96,000.00)
Well - Nashua Rd									(946,000.00)										(946,000.00)
Total Liabilities	(1,626,147.09)	-	(1,800.01)	(659.99)	(243,000.00)	(1,727,304.42)	-	(7,062,000.00)	(328,162.04)	(2,626,000.00)	(5,039.71)	-	-	-	(26,523.33)	(842,000.00)	-	(14,488,636.59)	
Fund Equity:																			-
Bond Auth-GF Fire Truck Art 11 ATM 5/10																210,000.00			210,000.00
Bond Auth-GF Ambulance Art 11 STM 11/11																33,000.00			33,000.00
Bond Offset-GF Fire Truck Art 11 ATM 5/10																(210,000.00)			(210,000.00)
Bond Offset-GF Amb Art 11 STM 11/11																(33,000.00)			(33,000.00)
Invested in Asset-Net Related						(18,854,511.43)			(11,035,746.29)		(668,070.75)						(15,245,213.78)		(45,803,542.25)
FB Reserve for Debt Service						(2,097,311.67)													(2,097,311.67)
FB Reserve for Encumbrances	(64,512.85)					(66,820.00)			(25,696.19)										(157,029.04)
FB Reserve for Expenditures	(280,135.00)								(100,000.00)										(380,135.00)
FB Reserve for Cont App/Articles Fwd	(128,837.68)																		(128,837.68)
FB Undesignated	(1,662,101.03)	7,503.00	80,945.47	(431,235.90)	243,000.00	(1,392,687.96)	(273,112.12)		(1,039,620.55)		(151,722.13)	(284,537.72)	(167,455.95)	(674,187.19)	(131,524.78)				(5,876,736.86)
Total Fund Equity	(2,135,586.56)	7,503.00	80,945.47	(431,235.90)	243,000.00	(22,411,331.06)	(273,112.12)	-	(12,201,063.03)	-	(819,792.88)	(284,537.72)	(167,455.95)	(674,187.19)	(131,524.78)	-	(15,245,213.78)	(54,443,592.50)	
Total Liabilities and Fund Equity	(3,761,733.65)	7,503.00	79,145.46	(431,895.89)	-	(24,138,635.48)	(273,112.12)	(7,062,000.00)	(12,529,225.07)	(2,626,000.00)	(824,832.59)	(284,537.72)	(167,455.95)	(674,187.19)	(158,048.11)	(842,000.00)	(15,245,213.78)	(68,932,229.09)	
Total Assets + Liab and Fund Equity	0.00	-	-	-	-	-	-	-	0.00	-	0.00	-	-	-	-	-	0.00	0.00	



## CITIZEN ACTIVITY APPLICATION FORM

If you are interested in serving on a Town Committee, please fill out this form and mail to the Board of Selectmen, Town Hall, One Main Street, Pepperell, MA 01463. The filling out of this form in no way assures appointment. All committee vacancies will be filled by citizens deemed most qualified to serve in a particular capacity.

<b>NAME:</b> _____	<b>DATE:</b> _____
<b>ADDRESS:</b> _____	<b>PRECINCT:</b> _____
<b>TELEPHONE: HOME:</b> _____ <b>WORK:</b> _____	
<b>E-MAIL:</b> _____	
<b>PRESENT BUSINESS INTEREST OR OCCUPATION:</b> _____	
<b>EXPERIENCE OR SPECIAL SKILLS: VOLUNTEER, SOCIAL SERVICE, BUSINESS</b> <b>(INCLUDE PREVIOUS TOWN EXPERIENCE, IF ANY):</b>	
<b>AREA(S) WHERE YOU WOULD BE INTERESTED IN SERVING:</b> _____	
<b>TIME AVAILABILITY:</b> <b>NUMBER OF HOURS:</b> _____ <b>Weekly</b> _____ <b>Monthly</b>	
<b>COMMENTS:</b> _____	

## **APPOINTED COMMITTEES**

Agricultural Advisory Board  
Affordable Housing Committee  
Board of Fire Engineers  
Board of Public Works (2)  
Cable TV Advisory Committee  
Capital Program Committee  
Conservation Commission  
Council on Aging  
Cultural Council  
Disabilities Commission  
Economic Development Advisory Committee  
Election Workers  
Emergency Management  
Finance Committee  
Fire Department  
GIS Committee  
Historical Commission  
Information Systems Technology Committee  
Nashoba Valley Technical High School Committee  
Pepperell Auxiliary Police Department  
Personnel Board  
Planning Board (Associate Member)  
Zoning Board of Appeals

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# TELEPHONE DIRECTORY

## Town Offices

ACCOUNTANT .....	433-0320
AMBULANCE SERVICE, 59 Main Street Emergencies only .....	911
Business Calls .....	433-0303
ASSESSORS .....	433-0322
BOARD OF APPEALS .....	433-0333
CEMETERY DEPARTMENT, Heald Street. ....	433-0323
COMMUNICATIONS CENTER, 59 Main Street .....	433-2737
COMMUNITY CENTER, Rotary .....	433-0324
CONSERVATION COMMISSION .....	433-0325
COUNCIL ON AGING, Nashua Road.....	433-0326
DOG OFFICER. ....	433-0340
DEPARTMENT OF PUBLIC WORKS .....	433-0327
EMERGENCY MANAGEMENT .....	433-2737
ENGINEER .....	433-0327
FIRE DEPARTMENT- 59 Main St., Emergencies Only .....	911
Business Calls .....	433-2113
HEALTH BOARD.....	433-0328
HIGHWAY DEPARTMENT, 45 Lowell Road. ....	433-5735
HOUSING AUTHORITY, 4 Foster Street .....	433-9882
INSPECTION DEPARTMENT. ....	433-0329
LIBRARY, 15 Main Street .....	433-0330
Children's Library.....	433-0332
PLANNING BOARD .....	433-0336
POLICE DEPARTMENT - 59 Main Street, Emergencies Only .....	911
Business Calls .....	433-2424
RECREATION COMMISSION.....	433-0324
SELECTMEN .....	433-0333
TAX COLLECTOR/TREASURER .....	433-0337
TOWN CLERK .....	433-0339
TRANSFER STATION, Boynton Street.....	433-0343
VETERANS AGENT. ....	433-0342
WASTEWATER TREATMENT PLANT, 47 Nashua Road. ....	433-9859
WATER DEPARTMENT, 46 Chestnut Street.....	433-5591

## Schools

NASHOBA VALLEY TECHNICAL HIGH SCHOOL.....	692-4711
NISSITISSIT MIDDLE SCHOOL .....	433-0114
NO. MIDDLESEX REG. SCHOOL DISTRICT SUPERINTENDENT'S OFFICE .....	597-8713
NORTH MIDDLESEX REGIONAL HIGH SCHOOL .....	597-8721
VARNUM BROOK SCHOOL.....	433-6722